




**Faculty of
Nursing**
University
of Toronto

Calendar
1996–1997



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**Faculty of Nursing
University of Toronto
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The Faculty of Nursing celebrated its 75th birthday in 1995. In 1920, the Department of Public Health Nursing was created under the leadership of Kathleen Russell. This department recognized the role that nurses were playing in community health both in prevention and in the delivery of nursing services to people with all types of illnesses who required care at home. These nurses required preparation beyond what was available through hospital based schools of nursing. In 1928 this department became a unit of the School of Hygiene but was reorganized in 1933 as an independent School of Nursing.

This was the first School of Nursing in Canada to be completely under the aegis of an educational institution, where education took precedence over service. The 3-year School evolved into a 4-year BScN degree program in 1942. Again, it was the first in Canada.



The Graduate Department started in 1970 and offered a two year thesis-based master's program. This led to Faculty status in 1972. The next big step forward was in 1993 when a PhD in Nursing was started. The next year, a 2-year non-thesis master's program leading to the degree MN, was added to the existing MSc program.

The longest standing BScN and MSc programs have changed over the years in recognition of the changing expectations of the health care system and the public. All our programs will continue to change and evolve. Research is increasing the driving force behind the changes. Faculty members at the University of Toronto are among the best researchers in Canada and the world in those research programs sponsored by the Faculty.

While the University of Toronto is large by any standard, the Faculty of Nursing strives to create an atmosphere where students feel part of a small community. There is a close working relationship between faculty members and students at both the undergraduate and graduate levels. While undergraduate students will find themselves in some classes with several hundred students, they will always experience small groups of 7-9 students working with one faculty member as they learn their clinical nursing theory and skills. Graduate seminars are composed of small groups of students (5-15) focusing on topics of mutual interest under the guidance of an expert faculty member. Students will find that they will get to know their classmates well and some of the relationships they form as students will last a lifetime. The Faculty of Nursing sets high standards for educational programs and expects students to meet them, but encouragement, support, and guidance are the strategies used to help students achieve excellence. The two primary goals of the Faculty are to foster students acquisition of sound knowledge and skills and to generate knowledge needed to enhance nursing practice.

We look forward to our next 75 years of achievement.

OFFICERS OF THE UNIVERSITY

Chancellor	R. Wolfe, B.A.
Chair, Governing Council	F. Anthony Comper, B.A.
President and C.E.O.	J.R.S. Prichard, M.B.A., LL.B., LL.M.
Vice-President & Provost	A. Sedra, B.Sc., M.A.Sc., Ph.D.
Vice-President and Chief Development Officer	J. Dellandrea, B.A., M.Ed., Ed.D.
Vice-President, Administration and Human Resources	M.G. Finlayson, B.A., M.A., Ph.D.
Vice-President, Research and International Relations	H. Munroe-Blum, B.A., B.S.W., M.S.W., Ph.D.
Deputy Provost	C.J. Tuohy, B.A., M.A., Ph.D.
Vice-Provost, Relations with Health Care Institutions	A. Aberman, M.D., F.R.C.P.(C)
Vice-Provost and Assistant Vice- President, (Planning & Budget)	D.W. Lang, B.A., M.A., Ph.D.
Vice-Provost	D. McCammond, B.Sc., Ph.D.
Vice-Provost	P. Gooch, B.A., M.A., Ph.D.
Chief Financial Officer	R.G. White, C.M.A.
Assistant Vice-President, Operations and Services	J. Oliver, B.Com., M.Sc.
Assistant Vice-President, Technology Transfer	P. Munsche, B.A., M.A., Ph.D.
Assistant Vice-President, Student Affairs	W.D. Neelands, B.A., M.A., M.Div., Th.D.
Secretary of the Governing Council	J.G. Dimond, B.A., M.A., Ph.D.

ADMINISTRATIVE OFFICERS

FACULTY OF NURSING

Dean

Dorothy M. Pringle, B.Sc.N., M.S., Ph.D.

Chair, Undergraduate Programme

L. Joan Brailey, B.Sc.N., M.Sc.N.

Chair, Graduate Department of Nursing Science

Jane E. Graydon, B.Sc.N., M.S., Ph.D.

Coordinator, Graduate Department of Nursing Science

Barbara Johnson, B.S.N., M.S.N.

Admissions Officer

Sue Tripathi

Faculty Secretary

Cheryl Rhind

Administrative Assistant, Graduate Department of Nursing Science

Elaine Chu

Advisors to Post RN Students

Catherine Hardie, B.Sc.N., M.Sc.N.

Janice C. Monaghan, B.S.N., M.Ed.

Judith Young, B.Sc.N., M.Sc.N.

FACULTY 1995-96

FACULTY 1995-96

Professor Emeritus

Margaret Allemang, M.N., Ph.D.

Kathleen E. Arpin, B.Sc.N., M.S.

Margaret C. Cahoon, B.A., M.Ed., Ph.D.

Helen M. Carpenter, B.S., M.P.H., Ed.D.

Rosella Cunningham, B.Sc.N., M.P.H.

Phyllis E. Jones, B.Sc.N., M.Sc.

M. Kathleen King, B.A., B.Sc.N., M.S.N.

Isabel MacRae, B.Sc.N., M.A., Ph.D.

Nora I. Parker, B.A., M.A., Ph.D.

Jeannette E. Watson, B.Sc.N., M.Sc.N.

M. Jean Wilson, B.A., B.Paed.

Full-time

Professor

Jacqueline S. Chapman, B.Sc.N., M.S.N., Ph.D.

Dorothy M. Craig, B.A., B.Sc.N., M.Sc.N.

Ellen Hodnett, B.S.N., M.Sc.N., Ph.D.

Hilary Llewellyn-Thomas, B.Sc.N., M.Sc.N., Ph.D.

Dorothy M. Pringle, B.Sc.N., M.S., Ph.D.

Associate Professor

L. Joan Brailey, B.Sc.N., M.Sc.N.

Gail Donner, B.Sc.N., M.A., Ph.D.

Ruth Gallop, B.Sc.N., M.Sc.N., Ph.D.

Jane E. Graydon, B.Sc.N., M.S., Ph.D.

Rebecca S. Hagey, B.Sc.N., M.A., Ph.D.

Patricia D. McKeever, B.N., M.Sc.(A), Ph.D.

Linda-Lee O'Brien-Pallas, B.Sc.N., M.Sc.N., Ph.D.

Hattie Shea, B.S.N.Ed., M.S.N.

Assistant Professor

Diane Irvine, B.A., M.H.Sc., Ph.D.
Anne Moorhouse, B.A., M.A., M.H.Sc.,
Ph.D.
Souraya Sidani, B.S.N., M.S., Ph.D.
Bonnie Stevens, B.Sc.N., M.Sc.N., Ph.D.
Donna Wells, B.A., M.H.Sc., Ph.D.

Senior Tutor

Pushpa Butani, B.Sc.N., M.N.
Diana H. Gendron, B.S.N., M.S., Ed.D.
Pamela Khan, B.N., M.Sc.(A)
Judith H. Watt-Watson, B.Sc.N., M.Sc.N.,
Ph.D.(Cand)
H. Francine Wynn, B.A., M.A.
Ph.D.(Cand)

Tutor

Claire Sheinman Cowan, B.S.N., M.S.N.
Catherine Hardie, B.Sc.N., M.Sc.N.
Geraldine (Jody) Macdonald, B.Sc.N.,
M.Ed., Ed.D.
Paula Mastrilli, B.Sc.N., M.Sc.N.
Gail Wilson, B.Sc.N., M.Sc.N.
Elizabeth Wonnacott, B.S.N., M.S.N.
Judith Young, B.Sc.N., M.Sc.N.
Lesley E. Young-Lewis, B.Sc.N. M.Sc.N.,
Ph.D.

Part-time

Associate Professor

Barbara Johnson, B.S.N., M.S.N.

Assistant Professor

Janice C. Monaghan, B.S.N., M.Ed.,
Judith Skelton-Green, B.Sc.N., M.Sc.N.,
Ph.D.
Richard Watters, R.N., B.Sc., B.Ed.,
M.Ed., Ph.D.

Lecturer

Corinne Hart, B.A.A.N., M.H.Sc.

Tutor

Daphne Doak, B.Sc.N., M.Sc.
Karon Foster, B.Sc.N., M.Ed.
Lynda Hookham, B.Sc.N., M.Sc.N.
Pamela Lamont, B.Sc.N., M.Sc.N.
Frances Ross, B.S.N., M.Sc.N.
Cheryl Sams, B.Sc.N., M.S.

Cross-Appointment

Professor

Paul Corey, B.Sc., M.A., Ph.D.
Martin Evans, B.Sc., M.Sc.Tech, M.I.A.,
Ph.D.
Peggy Leatt, B.Sc.N., M.H.S.A., Ph.D.
Victor Marshall, B.A., M.A., Ph.D.
Irving Rootman, B.A., M.A. Ph.D.
Jack I. Williams, B.A., M.A., Ph.D.

Associate Professor

Ilsa Kalnins, B.A., M.A., Ph.D.
Heather Maclean, B.Sc., M.Sc., Ed.D.
David Naylor, M.D., D.Phil.

STATUS APPOINTMENT

Associate Professor

Donna Biesenthal, B.S.N., M.H.Sc.
Beverley Chalmers, B.A., M.A., Ph.D.
Paula Goering, B.S.N., M.S.N., Ph.D.
Karen Kaufman, B.S.N., Ph.D.
Kerry Marshall, B.N., D.H.A.
Sandra McBride, B.Sc., M.H.Sc., M.Ed.,
Ed.D.
Jean Reeder, B.S., M.S., Ph.D.
Margaret Risk, B.Sc.N., M.Sc.N.
Judith Shamian, B.A., M.P.H., Ph.D.
Julia A. Shea, D.Ph.N., N.P., M.H.Sc.
Susan D. Smith, B.N.Sc., M.Sc.N.

Assistant Professor

Janet M. Beed, B.N., M.Sc.N.
Marilyn B. Booth, M.H.Sc.
Barbara G. Brown, B.Sc.N., M.N., D.Grt.
Evelyn C. Butler, B.N., M.P.A.
Maureen Cava, B.Sc.N., M.S.
Pamela Dawson, B.Sc.N., M.S.N.
Jane DeLacy, R.N., B.A.S., M.H.Sc.
Joan E. Edwards, B.N.Sc., M.Sc.N.
Dorothy Ferguson, B.Sc.N., M.B.A.
Margaret Fitch, B.N., M.Sc.N., Ph.D.
Susan Galloway, B.Sc.N., M.Sc.N.
Nancy Johnston, M.H.Sc.
Patricia Kearns, B.N., M.N.
Margaret Keatings, M.H.Sc.
Elizabeth McCay, B.N.Sc., M.Sc.N.,
Ph.D.
Gail J. Mitchell, B.Sc.N., M.Sc.N., Ph.D.
Gayle Mitchell, B.Sc.N., M.Ed.
Carolyn Moore, B.Sc.N., M.Sc.N.
Kathryn Peacock, B.Sc.N., M.Sc.N.
Patricia Petryshen, B.Sc.N., B.A.,
M.Sc.N., Ph.D.
Eleanor Ross, B.Sc.N., M.Sc.N., Ph.D.
(Cand)
Rivie Seaberg, B.S.N., M.P.A.
Shirlee Sharkey, B.A., B.Sc.N., M.H.Sc.
M. Virginia Sinnott, B.Sc.N.
M.N.Sc.CHE.

L. Jean Trimnell, B.Sc.N., M.Sc.N.
Lori Jean Turik, B.Sc.N., M.P.A.
Leslie Vincent, B.Sc.N., M.Sc.(A)
Karen Wade, B.N., M.Sc.N.
Edna Wallhead, B.Sc.N., M.Sc.N.
Josephine Walsh, B.Sc.N., M.H.Sc.

Associate in Nursing

Carol Anderson, B.S.N., M.S.N.
Marilyn Ballantyne, B.Sc.N., M.H.Sc.
Jocelyn Bennett, B.S.N., M.Sc.N.
Laurie Bernick, B.N.Sc., M.Sc.N.
Susan Bisailon, B.N., M.Sc.N.
Eileen M. Bourret, B.Sc.N., M.N.
Betsy Brigden, B.Sc.N., M.H.Sc.
Laura Brooks, B.Sc.N., M.Sc.N.
Gillian Brunier, B.A.A.N., M.Sc.N.
Natalie Bubela, B.N.Sc., M.Sc.(A)
Betty Burcher, B.A., B.Sc.N., M.Sc.N.
Heather M. Campbell, B.N., M.S.
Anne L. Coghlan, B.Sc.N., M.Sc.N.
Judy Costello, B.N., M.S.N.
Jeannine Costigan, B.Sc.N., M.Sc.N.
Anne Marie Desjardins, B.S.N., M.S.N.
Mary Ellen Eberlin, B.Sc.N., M.Sc.N.
Irene Elliot, R.N., M.H.Sc.
Kimberley Enright, B.Ed., B.Sc.N.
Ann Fisher, M.Sc.N.
Diane Garley, B.Sc.N., M.Sc.N.
Margaret Gehrs, B.ScHK, B.Sc.N.,
M.Sc.N.
Mary Glavashevich, B.A.
Esther Green, B.A., B.Sc.N., M.Sc.(T)
Pamela Green, B.Sc., B.N., M.H.Sc.
Doris Grinspun, B.A., M.S.N.
Lisa Hamilton, B.S.N., M.S.
Janet Harris, B.Sc.N., M.Sc.N.
Roseanne Hickey, B.N. M.Sc.N.
Margaret Hume, B.N., M.Sc.N.
Tracy Kitch, B.Sc.N., M.Sc.N.
Judy Knighton, B.Sc.N., M.Sc.N.
Vita Kolodny, B.Sc., M.Sc.(A)
Anne LeGresley, B.Sc.N., M.S.
Catharine Lord, M.H.Sc.
Patricia Lyon, B.A.A.N., M.Sc.

Cindy MacDonald, B.Sc.N., M.Sc.N.
 Joanne MacKenzie, B.Sc.N., M.Sc.N.
 Fran MacLeod, B.Sc.N., M.Sc.N.
 Gayle Mackay, B.Sc.N., M.H.Sc.
 Phyllis Matheson, B.N., M.H.Sc.
 Cheryl McCulloch, B.Sc.N., M.Sc.N.
 Emily McLeod, B.N., M.Sc.(A)
 Theresa Moore, B.Sc.N. M.Sc.N.
 Corinne Morris-Coulter, B.Sc.N., M.Sc.
 Lynn Nagle, B.N.Sc., M.Sc.N., Ph.D.
 Lori Palozzi, B.Sc.N., M.Sc.N.
 Jennifer Price, B.A., B.N.Sc., M.Sc.N.
 Kathryn Rannie, B.Sc.N., M.Sc.
 Darlene Rebeyka, B.A.A.N., M.Sc.N.
 Sally Remus, R.N., B.Sc.N., M.Sc.N.
 Shirley Roberts, R.N., B.A., M.Ed.
 Kathryn Ryan, B.Sc.N., M.Sc.N.
 Anita Saltmarche, B.A.A.N., M.H.Sc.
 Mary Jane Scott, R.N., P.H.N., M.H.Sc.
 Donna Shields-Poe, B.Sc.N., M.Sc.
 Rani Srivastava, B.N., M.Sc.N.
 Nora Stearns, B.A., M.S.N.
 Jennifer Stinson, B.Sc.N., M.Sc.
 Heather Sutherland, B.Sc.N., M.Sc.
 Pamela A. Taylor, B.Sc.N., M.Sc.N.
 Judith Tiivel, B.N. M.H.Sc.
 Rika Vander Laan, B.Sc.N., M.Sc.N.
 Jo Watson-MacDonell, B.Sc.N., M.Sc.N.
 Linda Young, B.Sc.N., M.Sc.N., M.Ed.
 Barbara Zangari, B.N., M.N.

Clinical Assistant

Lisa Allard, B.Sc.N.
 Cathy Bergman, R.N.
 Diane Brown, B.Sc.N.
 Angela Browne, B.Sc.N.
 Rosemary Campbell, R.N.
 Shawna Carpino-Frolick, B.Sc.N.
 Doreen Cashaback, B.A., R.N.
 Esther Cheung, R.N.
 Christine Chisholm, R.N., B.A., M.A.
 Mary Collins, B.N.
 Liza Cruickshank, B.Sc.N.
 Frances Davies, B.Sc.N., B.A., M.Sc.N.
 Daphne Egonu, B.Sc.N.
 Gloria Elvin, R.N.

Haydee Espiritu, R.N.
 Pauline Everett, B.A.A.N.
 Kathy Fischer, B.A.A.N.
 Pamela Frake, R.N.
 Terry Franko, B.Sc.N.
 Gary Frazer, R.N., B.Sc.
 Pauline Gillespie, R.N.
 Angela Golabeck, B.Sc.N.
 Denise Gout, B.Sc.N.
 Louise Glaude, R.N.
 Dwyla Hamilton, B.A.A.N.
 Fatima Hassam, B.A.A.N.
 Zonia Hicke, B.Sc.N.
 Diane Hill-Mugford, B.S.N.
 Sandra Ho, B.Sc.N.
 Jennifer Huitson, B.Sc.N.
 Leslie Inglis, B.Sc., B.Sc.N.
 Nazira Jadavji-Habib, B.Sc.N.
 Lisa Johnston, B.Sc.N.
 Dimitra Kavouris, B.Sc.N.
 Patricia Kent, B.Sc.N.
 Liza Lai, B.Sc., B.Sc.N.
 Lydia Lamb, B.Sc.N.
 Frances Lerson, B.N., M.H.S.A.
 Maria Lippa, B.Sc.N.
 Ann Lutterman, B.A.A.N., B.N.I., M.Ed.
 Janice MacMillan, R.N.
 Rosalie Magtoto, B.Sc.N.
 Helena Makkonen, R.N.
 Arbelle Manicat, B.Sc.N.
 Loretta Maracle, B.Sc.N.
 Joy Matienzo, B.Sc.N., M.B.A.
 Joanne McKinlay, B.N., M.Ed.
 Jane McLeod, B.Sc.N.
 Carole McMorro, B.Sc.N.
 Agnes Medina, R.N.
 Vaska Micevski, B.Sc.N.
 Nancy Nadeau, B.Sc.N., M.Sc.
 Allison Nasu, B.Sc.N.
 Lynn Nicoll-Griffith, B.A., R.N.
 Janet Patterson, R.N.
 Michelle Perrone, B.Sc.N.
 Sue Phillips, B.Sc.N.
 Susan Plante, B.Sc.N., M.S.N.
 Karen Potter, B.Sc.N.
 Kerri Richards, B.Sc.N., M.Sc.
 Donna Robinson, R.N.

Sally Rogers, B.Sc.N.
Petal Samuel, B.A.A.N., M.Sc.N.
Olga Semple, B.Sc.N.
Ella Shapiro, B.A.A.N.
Luisa Silva, R.N.
Irene Simpson, B.Sc.N.
Cheryl Sinfield, B.Sc.N.
Minawatie Singh, B.Sc., B.Sc.N.
Sandra Skrt, B.Sc.N.
Terry Smith, B.Sc.N., B.S.
Patricia Spencer, B.Sc.N.
Anna Tsang, B.Sc.N., M.Sc.N.
Donnaleen Vlossak, B.Sc.N.
Diana Vumbaca, B.Sc.N.
Lori Webel-Edgar, B.Sc.N.
Penny Wensig, B.Sc., B.Sc.N.
Karen Wright, B.A.A.N.
Shirley Wright, B.Sc.N.



ACADEMIC CALENDAR 1996-97

1996		
June 21	Friday	Last day for receipt of registration forms for supplemental examinations for the 1995W session
July 1	Monday	Canada Day: University closed
August 2	Monday	Deadline for submission of all course selection forms for elective courses
August 5	Monday	Simcoe Day: University closed
August 6 August 9	Tuesday- Friday	Supplemental examinations for the 1995W session
August 12	Monday	Deadline for students in Years II, III, IV and Part-time study to submit completed registration material to the Admissions Officer
August 26 September 6	Monday- Friday	Registration period
September 2	Monday	Labour Day: University closed
September 9	Monday	Academic year begins
September 20	Friday	Last day to add A, F, H, and Y elective courses. Last day for all students to submit course selection forms to the Admissions Officer.
October 14	Monday	Thanksgiving Day: University closed
October 21 October 25	Monday- Friday	Students must confirm courses with the Admissions Officer
November 1	Friday	Last day to drop A and F elective courses without academic penalty
December 7	Saturday	Last day of fall term lectures
December 9 December 18	Monday- Wednesday	Fall term examinations
1997		
January 6	Monday	Spring term classes begin
January 17	Friday	All accounts must be paid in full
January 17	Friday	Last day to enrol in B and S elective courses
February 14	Friday	Last day to drop H and Y elective courses and last day to withdraw from the full-time degree program without academic penalty
February 17 February 21	Monday - Friday	Reading Week: classes withdrawn
March 7	Friday	Last day to drop B and S elective courses without academic penalty
March 28	Good Friday: University Closed	

ACADEMIC CALENDAR 1996-97

April 12	Saturday	Last day of classes
April 14	Monday	NUR 406B clinical elective begins (to be completed in time for June Convocation)*
April 16 May 9	Wednesday- Friday	Examination Period
May 19	Monday	Victoria Day: University closed
June 20	Friday	Last day for receipt of registration forms for supplemental examinations for the 1996W session
August 4	Monday	Simcoe Day: University closed
August 5 August 8	Tuesday- Friday	Supplemental Examinations for the 1996W session

The first day of the fall term, or tests, will not be scheduled on Rosh Hashanah (September 14, 1996) or on Yom Kippur (September 23, 1996), examinations will not be scheduled on the first two days (Tuesday, April 22 and Wednesday, April 23) and last two days (Monday, April 28 and Tuesday, April 29) of Passover.

Sessional dates may differ in other faculties or divisions and students are expected to check the appropriate calendar(s) in order to coordinate their schedules. Students are expected to abide by the withdrawal dates of this Faculty.

**Students having experience in northern settings are expected to spend 4 weeks in clinical practice (until May 9, 1997).*

SIGMA THETA TAU

The Faculty of Nursing sponsors the Lambda Pi Chapter of Sigma Theta Tau, an international nursing honour society. The purposes of this organization are to recognize academic excellence in nursing, to encourage research in nursing and to provide opportunity for communication among practitioners, educators and administrators.

Membership is open to undergraduate students with high standing in their class in Year III or Year IV; to those who have completed the Programme with high standing upon graduation; to graduate students who have completed one half of the required courses at a level significantly higher than that required for graduation. Membership in this organization endorses the quality of your achievement to date, and in itself provides a respected reference.

Enquiries about membership in Sigma Theta Tau are encouraged, and should be directed to the Chair of the Eligibility Committee, Lambda Pi Chapter of Sigma Theta Tau, in care of the Faculty.

STATEMENT ON THE BACCALAUREATE NURSE

The goal of baccalaureate nursing education is to foster development and growth towards leadership, leadership being here defined as the initiative and the ability to influence others through direction, guidance or example, so that the health care of individuals, families, and communities is improved or a high quality is maintained.

In order that the graduate can assume a leadership role, certain competencies are considered critical. Paramount among these is the ability to go beyond the application of principles in familiar situations to higher order problem-solving, in which a unique combination of concepts and principles is applied to the solution of unfamiliar problems. This ability must be accompanied by a capacity for decision-making as demonstrated by wise choices in uncertain situations which contain many alternatives. The above qualities must be underscored by a spirit of inquiry and comprehensive knowledge of a scientific and humanistic nature which provides the basis for excellence in the professional practice of nursing.

Integral to the competence of the graduates is respect for the dignity and worth of Man, and a concept of the professional person which includes a commitment to professional ethics and life-long learning and evaluation of and accountability for one's own practice.

Approved by Faculty Council
June 15, 1976

Revised and Approved by Faculty Council
January 15, 1985

PROGRAMS OFFERED

1 Bachelor of Science in Nursing

A four year full-time program, which is available to Ontario Secondary School Graduates. 1996-97 will be the last year of admission to the four year B.Sc.N. program. It is anticipated that a second entry program will become available in 1998/99.

2 Primary Care Nurse Practitioner Programme

A twelve month full-time program for B.Sc.N. graduates, developed and taught jointly by the ten university nursing programs in Ontario. Available also in part-time study.

3 Master of Science

A two year program to provide graduates who are interested in pursuing a career of scientific inquiry with the knowledge and skills required to proceed to doctoral study.

4. Master of Nursing

A two year program to prepare advanced practitioners of nursing who have specialized knowledge and skills in a defined area of nursing and the expertise to design programs and influence practice in that area.

5 Ph.D. in Nursing Science

6 Collaborative Programs

Students in the Graduate Department of Nursing Science may elect to participate in the following collaborative programs:

a. Bioethics

Information can be obtained from the Joint Centre for Bioethics at 88 College Street, Toronto, Ontario M5G 1L4 Tel. no. (416)978-2709

b. Ethnic and Pluralism Studies

Information can be obtained from the Department of Sociology at 203 College Street, Toronto, Ontario M5T 1P9 Tel. no. (416)978-4783

7 Continuing Education

A wide range of continuing education courses for nurses, jointly planned by the Faculty of Nursing and the School of Continuing Studies, is offered through the School of Continuing Studies, 158 St. George Street, Toronto, M5S 1A1, 978-6714.

8 Requests for programs for sponsored students from other countries are considered in the cases of nurses who are preparing for work in their own countries or for an international assignment.

9 For students who are coming in with a completed degree from a four year program, with high standing, opportunities may be available for accelerated progression through the Baccalaureate and Master's programs. Such arrangements will be considered on an individual basis.

UNDERGRADUATE PROGRAM

The four year Nursing curriculum is based on the following beliefs central to the profession of Nursing. Nursing is the deliberate caring practice of promoting, restoring and maintaining individual, family and community integrity. Caring is the act of "being with" people in a special way which acknowledges the uniqueness of individuals in their particular context. Nursing's perspective is characterized by an emphasis on the well-being and optimal functioning of persons, whether sick or well. Nursing as a practice profession must be politically knowledgeable and instrumental in the promotion of public policy which fosters health.

As part of our commitment to the advancement of knowledge in Nursing, we fundamentally encourage the ethos of enquiry and critique and a reflective stance towards knowledge. Learning is a shared experience with both teachers and students as learners.

Opportunities are provided for students to develop nurse-patient relationships with individuals and families in a variety of hospital and community settings. Students collaborate with other members of the health team in the delivery of health care, developing their skill in critical thinking, in independent professional judgement, and in understanding the significance of research to the advancement of nursing knowledge.

The program is approved by the Approval Committee of the Council of Ontario University Programs in Nursing. The student is prepared for registration under the Regulated Health Professions Act of Ontario and to receive the degree Bachelor of Science in Nursing (B.Sc.N.).

Curriculum

Year I

REQUIRED COURSES

- NUR 100Y Nursing Science I
- NUR 102F Introduction to Professionalism and Politics
- NUR 103S Introduction to Family and Community
- NUR 105H Health Assessment
- PSL 200Y Physiology
- NFS 286S Nutrition

ELECTIVE COURSES*

Year II

REQUIRED COURSES

- NUR 200Y Nursing Science II: Restoring and Maintaining Individual Integrity in the Face of Disruption
- NUR 202S Family Nursing
- MPL 202F Medical Microbiology
- CHL1489S Epidemiology

ELECTIVE COURSES*

Year III

REQUIRED COURSES

- NUR 300 A/B Nursing Approaches to the Experience of Disablement and Chronicity
- NUR 301 A/B Nursing Approaches to Health Promotion in the Community
- NUR 304Y Research Methods & Statistics

ELECTIVE COURSES*

Year IV

Required

- NUR 406B Optional Clinical Elective
- NUR 409A Summer Practicum**
(Basic Students Only)
- NUR 410Y Nursing and the Health Care System: Policy, Ethics, and Politics
- NUR 420H Advanced Nursing Theory
(Basic Students Only)

Nursing Electives (One Each Term)

- NUR 411 Sustaining integrity in rapidly changing or life threatening situations
A/B
- NUR 412 Maintaining integrity in the chronic illness experience
A/B
- NUR 413 Women as health providers and health care consumers
A/B
- NUR 414 Advanced Nursing approaches to population health
A/B
- NUR 415 Advanced Nursing skills in developing authentic interpersonal relationships
A/B
- NUR 416 Quality of life in long term care environments
A/B
- NUR 417 Primary Health Care
A/B

The student will select one nursing elective each term. Each elective has 24 hours/week clinical practice and 3 hours/week seminar/clinical conference. In order to be eligible to pass the course, the student must pass clinical practice. Individual and/or group conferences will be negotiated between students and teachers for each elective.

Prerequisites for all Year IV nursing electives are NUR300, NUR301 or NUR312.

***ELECTIVE COURSES**

A total of six Arts and Science elective courses are taken during the B.Sc.N. program: 1 course in humanities, 1 philosophy course, 2 open electives and 2 social science courses. It is recommended that the open electives not be taken in Year I. Courses taken in Year III must be at a 200 level or above. One of the social sciences taken during the program must also be at 200 level or above. The social science elective can be chosen from any of: Psychology, Sociology, Anthropology, Political Science, Geography, Economics, Environmental Science and core courses offered in Women's Studies. Please be advised that some social science courses require a 100 level course as a prerequisite.

**This 12 week required summer practicum is a Year IV course which begins in May immediately following the completion of Year III. Students are paid by the hospital/agency for the hours worked during this practicum. Normally, NUR409A is considered a prerequisite for NUR411-417.

B.Sc.N. Program for Registered Nurses

NOTE: This program has been suspended. There will be no new admits to the program at the present time.

The B.Sc.N. program provides a broad base of preparation with a strong theoretical perspective that enables nurses to give high quality care to clients in a wide range of settings. The strengths of the program include integration of the natural and social sciences, humanities, and nursing courses. The focus is on critical thinking, independent decision-making, utilization of research findings in practice and leadership skills. The baccalaureate program is a multiple-entry program which provides richness from a variety of student backgrounds and interests.

The B.Sc.N. program for registered nurses may be completed in either full-time or part-time study. Students may transfer from full-time study to part-time study and vice versa.

In full-time study it is possible to complete the program in one calendar year plus one academic year. That is, it will be necessary to use the intervening summer for elective courses.

In part-time study, students may set their own pace as long as the total program is completed within 8 years of initial registration. The current post-RN program will conclude in 2001-02. It is not possible to take the complete program in evening study and some clinical courses require more than one day per week.

Financial Assistance

Registered Nurses in the B.Sc.N. program may be eligible to receive awards and/or financial assistance during their study. For further information, please contact Ms. Cheryl Rhind, the Faculty Secretary, at 978-8533.

Joint Scholarship Program for RNs

The Faculty of Nursing at the University of Toronto and a number of its affiliated clinical agencies offer joint scholarships to Registered Nurses interested in pursuing a Bachelor of Science in Nursing. In order to qualify for the Scholarship program, candidates:

- must be Registered Nurses;
- must be registered at the Faculty of Nursing;
- must be employed and nominated for a scholarship by the participating clinical agency.

Scholarship application forms are available from the nursing departments of the participating agencies. Students are responsible for the incidental fees incurred during the program.

Required Courses

Year III

- | | |
|----------|-------------------------------------|
| CHL1489S | Epidemiology |
| NUR 310F | Theory Course for Registered Nurses |
| NUR 205S | Health Assessment* |
| NUR 300B | Nursing Science III |
| NUR 312F | Health Promotion in the Community |
| NUR 304Y | Research Methods and Statistics |
| | Physiology* |

Year IV required courses

NUR 406B Optional Clinical Elective
NUR 410Y Nursing and the Health Care
System: Policy, Ethics, and
Politics

Required Nursing Electives (One Each Term)

NUR 411 Sustaining integrity in
A/B rapidly changing or
life threatening situations
NUR 412 Maintaining integrity in the
A/B chronic illness experience
NUR 413 Women as health providers
A/B and health care consumers
NUR 414 Advanced Nursing
A/B approaches to
population health
NUR 415 Advanced Nursing skills in
A/B developing authentic
interpersonal
relationships
NUR 416 Quality of life in long term
A/B care environments
NUR 417 Primary Health Care
A/B

The student will select one nursing elective each term. Normally, each elective has 16-24 hours/week clinical practice and 3 hours/week seminar/clinical conference. In order to be eligible to pass the course, the student must pass clinical practice. Individual and/or group conferences will be negotiated between students and teachers for each elective.

Prerequisites for all Year IV nursing electives are NUR300, NUR301 or NUR312.

Elective Courses

Four elective courses are selected in addition to the one course in humanities or

social science which is a prerequisite for the program. Considering the total of 5 elective courses as a group:

1. 1 is the pre-requisite: may be selected from the humanities **or** social sciences;
2. 2 are open electives;
3. 2 curriculum related electives consist of
a) 1 guided choice philosophy course b) 1 humanities (excluding languages) or a social science course - students will be required to take the opposite of what they took as a pre-requisite for the programme.

2 of the 5 electives **MUST** be at a 200 level or above.

***Challenge Examinations**

If students feel that they have a strong knowledge base in Physiology and/or NUR205S, they may choose to write a challenge exam in lieu of taking these courses. **Advanced standing will automatically be given in Physiology to Registered Nurses who have Ontario community College or equivalent physiology courses.** Course outlines confirming equivalency will be required from those students who have studied outside Ontario. Students who are unable to produce a course outline confirming equivalency have the option of writing a challenge examination or completing either PSL200Y or PSL201Y.

Challenge examinations in Physiology and Health Assessment may be written in Spring, 1997. The 1995W charge for writing each examination was \$57.00.

Transcripts of students who are successful in a challenge examination will be noted as exempted (XMP) from that course. There will be no notation of the actual grade achieved or no notation on transcripts of students who are unsuccessful in a challenge examination. The unsuccessful student will simply take the course in question. Please note that the challenge examinations may not be attempted a second time.

Clinical Practice

Clinical practice is designed to apply and test theory and research findings through practice in hospital and community settings. This experience gives the student an opportunity to develop further the critical competencies expected of the baccalaureate nurse. Students select a practice area, consulting with the faculty and agency staff as appropriate, to provide high quality care and to further their own growth.



COURSE DESCRIPTIONS

CHL 1489S

Epidemiology. The study of the principles of scientific investigation of the distribution and determinants of disease and the prevention and control of illness in human populations. The course will include examination of the uses of epidemiology and demography, overviews of the epidemiology of specific diseases and their control and discussion of the relevance of epidemiology to health care. Two hours per week.

MPL 202F

Introductory course in Medical Microbiology that complements NUR 200Y. Topics to be covered will include a discussion of bacteria, viruses, fungi and their associated diseases. An emphasis will be placed on infection control principles and practice. Two hours per week.

NFS 286S

Nutrition. This course addresses the role of diet in normal physiology and health. A number of lecturers cover topics such as the role of vitamins, minerals and macronutrients in the maintenance of normal function, diet and chronic disease. Life cycle, vegetarianism, control of food intake, food toxicology, anorexia and bulimia will also be covered. Two hours per week. (Offered by the Department of Nutritional Sciences, Faculty of Medicine.)

PSL 200Y

Physiology. A course designed to present basic physiological mechanisms related to normal functioning. A lab component is an integral requirement of the course. Two hours of lecture per week and two laboratory/tutorial every second week.



Nursing Courses

NUR 100Y

Nursing Science I. This course will encourage the student to develop caring and communication skills with a variety of age groups. By understanding and appreciating the meaning of being old/young or the experience of birth and becoming a parent, the student will learn the skills inherent in therapeutic communication critical to the nursing role. The focus is on the healthy individual and family in the community. Five-six hours per week. In determining the average for the year, NUR100Y will have the weight of two full courses.

NUR 102F

Introduction to Professionalism and Politics. An overview of the history of the nursing profession will be given as background to understanding current issues and trends. A feminist perspective on nursing will help to illuminate certain developments in the profession. Ethical issues for nurses and the ethics of caring will be discussed. Political influences which have shaped Canada's Health Care System will be explored along with the development of Nursing as an emergent political force. Two hours per week.

NUR 103S

Introduction to Family and Community. This course will explore the meaning of being in a family, group and community through a variety of transitions and contexts, such as life cycle and the urban environment. Families and groups/communities as interpreters of culture is a central theme. The student will also be introduced to theoretical perspectives of the family and assessment of families and groups/communities. Health and well-being as viewed by families and groups/communities will be highlighted. Two hours per week.

NUR 105H

Health Assessment. This course is designed to increase the students' ability to assess the health status of an individual using the techniques of inspection, palpation, percussion and auscultation. The course focuses on the normal variations expected through the lifespan with discussion of common abnormalities encountered in practice. Two hours every other week.

NUR 200Y

Nursing Science II. Restoring and maintaining individual integrity in the face of disruption. The focus of this course is on acute disruption of smooth functioning in individuals across the lifespan. The emphasis will be on the physical conditions which cause disruptions and on the lived experience of persons who are ill. Students practice in acute care settings with a variety of age groups. 14 hours per week. Prerequisites: NUR 100Y, PSL 225Y. In determining the average for the year, NUR200Y will have the weight of three full courses.

NUR 202S

Family Nursing
This course will explore the lived experience of families threatened with disruptions such as illness, crisis, and death. It will examine the influencing factors of cultural context, changing relationships, situation and environment/context, and how families restore meaning. The nurse-family caring relationship is a central theme. Two hours per week. Prerequisite or Corequisite: NUR103S

NUR 205S

Health Assessment. This course is designed to increase the students' ability to assess the health status of an individual using the techniques of inspection, palpation, percussion and auscultation. The course focuses on the normal variations expected through the lifespan with discussion of common abnormalities encountered in practice. Five hours per week for nine weeks.

NUR 300A/B

Nursing Science III - Nursing approaches to the experience of disablement and chronicity. The focus of this course is the maintenance of individual and family integrity in the face of the persistent disruption of chronic conditions. Students will gain an understanding of the lived experience of persons and families suffering with chronic illness and disability, and the role of the nurse in relationship to continuity of care. In a variety of living environments, nursing care will be provided which facilitates individuals' and families' integrity, well-being and quality of life. 14 hrs./week comprised of a 2 hr. lecture, 2 hr. seminar and 10 hrs. of clinical practice a week for 13 weeks. Prerequisite:

NUR200Y

In determining the average for the year, NUR300A/B will have the weight of one and a half full courses.

NUR 301A/B

Health Promotion in the Community

At the completion of this course, the student will be prepared to practice nursing in a community health context. Through lecture format, seminars and community practice, students will critically analyze community health issues and the determinants of health. The health of individuals, families, groups, and aggregates will be considered within the context of the community. Practice in a variety of community settings will provide

students the opportunity to apply current theory and research to community nursing practice. 14 hrs./week comprised of a 2 hr. lecture, 2 hr. seminar and 10 hrs. of practice a week for 13 weeks. Prerequisite: NUR200Y In determining the average for the year, NUR301A/B will have the weight of one and a half courses.

NUR 304Y

Research Methods and Statistics

This course focuses on critical examination of the research process used in the development of nursing science. Research activities within the various quantitative and qualitative methodologies are described. Strategies for critically reviewing, integrating, and disseminating research findings to clinical settings are discussed. This is an integrated research methodology course, in which steps of the research process and conceptual basis of statistical techniques are covered. 3 hours per week.

NUR312F

Health Promotion in the Community for Post-RN Students

Through lecture format and seminars students will critically analyze community health issues and the determinants of health. The health of individuals, families, groups, and aggregates will be considered within the context of the community. Prerequisite or corequisite: NUR310F In determining the average for the year, NUR312F has the weight of three-quarters of a full course.

NUR 406B

Optional Clinical Elective. This is an optional elective course which provides opportunity for an independent enrichment experience of continuous clinical practice in a setting of the student's choice. Minimum length is three weeks of five days per week. Prerequisite: Completion of all course requirements for the B.Sc.N. program.

NUR409A

Clinical Practicum. This practicum takes place between Year III and Year IV. It is designed to provide an experience in which the student is part of the work setting and is paired with a preceptor (clinical expert) in the agency where the experience occurs. The total experience is 12 weeks in length. During the first four weeks, the student works 24 hours and has 6-8 hours of class per week. In the final eight weeks the student works 36 hours in the agency. Student receives academic credit for the experience and also receives payment from the agency for their service. Prerequisite: NUR300 and NUR301

NUR410Y

Nursing and the Health Care System. This course will examine the current health care system and the social, political, legal and ethical dimensions of issues facing consumers, providers and society. A variety of models will be used to examine the organizations in which nurses work, the health care system, ethical issues, and current legislative and professional issues. 2 hours/week

NUR411A/B

Sustaining Integrity in Rapidly Changing or Life Threatening Situations. The course will focus on the acute illness experience in rapidly changing situations for the individual and the family across various contexts and across the life span. Advanced assessment skills, complex diagnostic tools, complex

pharmaceutical protocols and pathophysiological processes will be examined. Culture and ethical issues will be themes throughout the course. 27 hours per week Prerequisites: NUR300, NUR301 or NUR312 In determining the average for the year, NUR411A/B has the weight of two full courses.

NUR412A/B

Maintaining Integrity in the Chronic Illness Experience. The course will focus on maintaining the integrity of the family with a chronically-ill or dying member. This course will concentrate on the management of the chronic illness experience across contexts and across the lifespan. Critical analysis of current knowledge, theory and research in the chronic illness experience will be emphasized. Culture and ethical issues will be a theme throughout the course. 27 hours per week Prerequisites: NUR300, NUR301 or NUR312 In determining the average for the year, NUR412A/B has the weight of two full courses.

NUR413A/B

Women as Health Care Providers and Health Care Consumers. The focus of this course is on women's health issues, both health oriented and illness related and including mental, reproductive, and occupational health concerns. Women's role as caregivers within families and society will be examined in relation to historical and political influences. The ways in which the social context shapes women's lived experiences is a central focus of this course as applied to lifespan issues, socio-political and economic influences, women's experiences of illness, and the phenomenonal body. 27 hours per week Prerequisites: NUR300, NUR301 or NUR312 In determining the average for the year, NUR413A/B has the weight of two full courses.

NUR414A/B

Advanced Nursing Approaches to Population Health. This course will critique and apply current knowledge, theory and research in the area of population health. The effectiveness and outcomes of programs and strategies designed to promote health and prevent disease in populations will be examined. Students will be actively involved in designing, implementing and evaluating programs to improve population health. Culture, ethical issues and understanding of the community's perspective will be themes throughout the course. 27 hours per week Prerequisites: NUR300, NUR301 or NUR312 In determining the average for the year, NUR414A/B has the weight of two full courses.

NUR415A/B

Advanced Nursing Skills in Developing Interpersonal Relationships. This course will examine some of the major theoretical concepts which shape the interpersonal process. It will be shown that the sense of self determines how one is with people, how readily one hears others and how one is able to help the other therapeutically. These abilities and understandings will be examined from the perspective of the nurse, patient and the institutional world. Phenomenology and object relations theory will be the major theoretical perspectives discussed. 27 hours per week Prerequisites: NUR300, NUR301 or NUR312 In determining the average for the year, NUR415A/B has the weight of two full courses.

NUR416A/B

Quality of Life in Long Term Environments. This course will focus on individuals who require assistance to live with compromised function either at home or in an institutional setting. Since most of these individuals have limited ability to adapt, the environment must be adapted to assist them to function at their maximum. Many but not all of these individuals are elderly and have dementing disorders, others have neurological disease while others are children with congenital, genetic or acquired disorders. Family caregivers are important contributors to the care and wellbeing of individuals requiring long term care. 27 hours per week Prerequisites: NUR300, NUR301 or NUR312 In determining the average for the year, NUR416A/B has the weight of two full courses.

NUR417A/B

Primary Health Care.

This course is designed to provide students with clinical practice skills caring for individuals and families within the context of a primary health care delivery system.

Current theories, ethical issues, research findings, and models of primary care services will be critiqued and applied.

Students will practice within an interdisciplinary team and will reflect on local and global challenges in the delivery of primary health care services to identified communities. 27 hours per week

Prerequisites: NUR300, NUR301 or NUR312 In determining the average for the year, NUR417A/B has the weight of two full courses.

NUR420H

Advanced Nursing Theory. This course is an opportunity for the senior student to apply critical analysis skills to the theoretical thinking in nursing. It involves discussion of theory development in nursing and the metatheory level of philosophical questioning relative to the theory base for nursing. What it means to know in nursing, differences between a practice profession and a practice discipline and nursing as a field of inquiry are areas for discussion and debate. 1.5 hours every second week.

FEES AND OTHER EXPENSES

Students enrolling in this Faculty must pay at least the first instalment of fees on or before the opening date of the session before they can be registered.

Each session students are required to pay tuition fees as established by the Governing Council and set out in the Schedule of Fees. Tuition fees normally consist of two parts: academic fees (including instruction and library) and incidental fees (including Hart House, Health Service, athletics and student organizations.)

Method of Payment

In no case can a student be registered without showing the receipt for paid fees or OSAP deferral. Students may pay their tuition at any branch of the banks listed in the Fees Information Booklet. Students who are eligible to register are mailed a Fees Invoice by their Faculty. This Fees invoice must be submitted with the appropriate payment according to the instructions in the Fees Information Booklet.

Payment Deadlines (for the Winter Session)

Fees are due prior to registration and may be paid in full, or a minimum payment consisting of 60% of academic fees and 100% of incidental fees may be made as indicated in the Fees Information Booklet. All accounts must be paid in full by January 17th.

Service Charges

Beginning October 15th all outstanding balances, regardless of the source of payment, are subject to a service charge of 1-1/2%, according to the instructions in the Fees Information Booklet.

Fees for Foreign Students

In accordance with the recommendations of the Government of Ontario, certain categories of students who are neither Canadian citizens nor landed immigrants are charged academic fees of approximately \$16,200 per session. Refer to the Fees Information Booklet for details.

Sanctions for Non-Payment of Fees

Students who have not paid their accounts in full may not receive official statements of results, transcripts or diplomas and may not re-register at the University until these accounts are paid in full.

Late Registration Fee

Any student who registers after the final date for normal registration in his own faculty or school is required to pay a late registration fee of \$43, plus \$5 for each additional day.

Receipts for Income Tax

Tuition and Education Credit Certificates for income tax purposes are available in February. It is the responsibility of the student to advise the Admissions Officer of any change or new allocation of a social insurance number. If this information is not received, tuition fee certificates may be invalid for income tax deduction. There will be a \$3 charge for the preparation of duplicate tax receipts.

Fees are subject to change at any time by approval of the Governing Council.

At the time of printing, fees are expected to rise.

Fees for Undergraduate Program
(1995W)**

Academic fee	\$2451.00
*Incidental Fee	\$546.32
Total Fee (if paid in one instalment)	\$2997.32
First instalment due on or before Opening Day	\$2017.00
Second instalment due*** January 13	\$ 980.32

Fees for Part-time Students**

For a course in any one subject for the 1995W session

Academic Fee (per full course)	\$490.20
*Incidental Fee (payable once per session)	\$226.44
Total	\$716.64

***Collected with first instalment of fees payment.**

**** Canadian citizens, permanent residents, exempt foreign students**

*****plus service charge**

The Academic Fee includes the following fees: Library, Laboratory Supply, Annual Examination and Certificate or Degree.

The Incidental Fee includes the following fees: Students' Administrative Council, Athletic, Health Service, Undergraduate Association, Hart House, and The Varsity.

Uniforms

Students will provide their uniforms for hospital experience. In addition the student will need a pair of white oxfords and two white laboratory coats. Details and advice are available during Year I. The costs of these items is approximately \$200.

Special Fees

1	PSL 200Y course fee	\$14.00*
2	PSL 201Y course fee	\$ 3.00*
2	Supplemental exam fee	\$30.00
3	Advanced Standing Examination Fee (per sitting)	\$57.00
4	Late Registration Fee:	\$43.00
	for each additional day:	\$5.00
6	Official Transcript	\$6.00
7	Duplicate Tax Receipts	\$3.00
8	Petition for examination re-read:	\$35.00
9	Photocopied materials for Nursing courses	
	Full-time Students	\$10.00*
	Part-time Students for NUR300A/B and NUR410Y	\$10.00*
10	Lab Supplies - Year II	\$27.00

* Collected with first instalment of fees payment.

**IMPORTANT: ALL FEES ARE
SUBJECT TO CHANGE.**



IMPORTANT NOTICE

Changes in Programs of Study

The programs of study that our calendar lists and describes are available for the years to which the calendar applies. They may not necessarily be available in later years. If the University or the Faculty must change the content of programs of study or withdraw them, all reasonably possible advance notice and alternative instruction will be given. The University, however, will not be liable for any loss, damages, or other expenses that such changes might cause.

Changes in Courses

For each program of study offered by the University through the Faculty, the courses necessary to complete the minimum requirements of the program will be made available annually. We must, however, reserve the right otherwise to change the content of courses, instructors and instructional assignments, enrolment limitations, prerequisites and co-requisites, grading policies, and timetables without prior notice.

Changes in Regulations and Policies

The University has several policies that are approved by the Governing council and which apply to all students. Each student must become familiar with the policies. The University will assume that he or she has done so. The rules and regulations of the Faculty are displayed here. Applicable University policies are either fully displayed here or listed here.

In applying to the Faculty the student assumes certain responsibilities to the University and the Faculty and, if admitted and registered, shall be subject to the rules, regulations, and policies cited in the calendar.

Calendar Limitations

The University makes every reasonable effort to plan and control enrolment to ensure that all of our students are qualified to complete the programs to which they are admitted, and to strike a practicable balance between enrolment and available instructional resources. Sometimes such a balance cannot be struck and the number of qualified students exceeds the instructional resources that we can reasonably make available while at the same time maintaining the quality of instruction. In such cases, we must reserve the right to limit enrolment in the programs, courses, or sections listed in the calendar, and to withdraw courses or sections for which enrolment or resources are insufficient.

Copyright in Course Lectures

If a student wishes to tape-record, photograph, video-record or otherwise reproduce lecture presentations, course notes or similar materials provided by instructors, he or she must obtain the instructor's written consent beforehand. Otherwise all such reproduction is an infringement of copyright and is absolutely prohibited. In the case of private use by physically disabled students, the instructor's consent will not be unreasonably withheld.

UNDERGRADUATE INFORMATION

1 Admission and Registration

Full details of the University of Toronto undergraduate admission requirements for 1995 are available on request from the Office of Admissions, University of Toronto, 315 Bloor St. West, Toronto, Ontario, M5S 1A3, (416) 978-2190 and from all Ontario secondary schools.

2 Admission Requirements

Possession of the minimum requirements does not ensure selection.

(a) Applicants from Ontario secondary schools:

Entrance to Year I of the Undergraduate Program is offered to candidates who demonstrate good standing, based upon the following evidence:

(i) Completion of secondary school studies, including six Ontario Academic Credits (OACs), including Biology, Chemistry and English 1/anglais.

Mathematics is recommended. Students must be eligible to receive the Ontario Secondary School Diploma (OSSD).

(ii) A recommendation by the secondary school last attended regarding suitability for university studies.

Candidates presenting certificates other than OACs will have their certificates individually assessed for equivalency.

(b) Applicants with previous University Preparation:

Applicants with previous university courses will be required to submit the appropriate supporting documents as outlined in item #8 of this section. After being granted admission to the Faculty, previous university courses will be assessed for transfer credit to our program.

3 Non-matriculant Applicants

A candidate of mature age (21 years of age or older on October 1st of the Winter Session, or July 15th of the Summer Session), who has lived in Ontario for a minimum of one year and is normally a resident of Ontario, may request admission to the Faculty if high standing has been obtained in OAC Chemistry, English and Biology or their equivalents. Woodsworth College offers pre-university courses in Chemistry and English which are considered equivalent to the OAC courses. The candidate's previous secondary school record will also be taken into account.

4 Applicants of Aboriginal Ancestry

Positions will be made available on an individual basis to applicants of aboriginal ancestry who are eligible for funding by the Government of Canada.

5 Student Visa Applicants

Up to five positions in Year I of the Undergraduate Program are available, on a competitive basis with all other applicants, to students on visas. Visa students should be aware that completion of the B.Sc.N. program of the University of Toronto does

not necessarily ensure qualification to practice in their own countries.

6 English Facility Requirements

All students whose first language is not English who have not studied full-time for four years or more in an English language school system will be required to present proof of English proficiency. These students are exempt from the normal OAC English 1/anglais requirement but, if they include this course as an extra OAC credit, the mark will not be used in their admission average.

One of the following tests and scores will be accepted by the University of Toronto as satisfactory proof of English facility:

1. Certificate of Proficiency in English Test (COPE). The requirement is a minimum total score of 5 with no zero in any skill area and a score of no less than 2 in writing. This test is conducted at regular intervals by the School of Continuing Studies at the University of Toronto. Registration for the COPE test must take place at least one week before the test date. Information can be obtained from: The School of Continuing Studies, University of Toronto, 158 St. George Street, Toronto, Ontario, M5S 2V8 Telephone: (416) 978-5682

2. The Test of English as a Foreign Language (TOEFL) and the Test of Written English (TWE). The requirement is a minimum score of 600 on the TOEFL test together with at least 5.0 on the Test of Written English. Please note that applicants must present both results. Alternatively, a TOEFL score may be presented together with a minimum score of 2 on the COPE writing test.

The TOEFL Bulletin of Information and Registration Form can usually be obtained from American embassies and consulates, offices of the United States Information Services (USIS), United States Education commissions and foundations, and bi-national centres. If you cannot obtain a TOEFL Bulletin locally, please write as early as possible to: TOEFL/TSE Services, P.O. Box 6151, Princeton, NJ 08541-6151, USA. Be sure to check dates and register for both the TOEFL and TWE tests.

The TOEFL institution code for undergraduate studies at the University of Toronto is 0982-00. (For undergraduate programs, please note there is no departmental code.) You must list this code correctly on the TOEFL forms, or we will not receive your result.

3. The Michigan English Language Assessment Battery. The requirement is a minimum overall score of 92.

4. The International English Language Testing System. Applicants are required to have scored an overall band of 7 and no band less than 5. Contact Helen Broady at 978-5680.

Note: It is the responsibility of the applicant to ensure that one of the acceptable tests is taken. We strongly urge applicants to write one of the tests as early as possible, since test results take 4-6 weeks to reach our office.

7 Application Procedures

(a) Candidates currently in an Ontario secondary school should apply through their high schools using the General Application for Admission to an Ontario University.

(b) All other candidates should write to the Office of Admissions, giving details of their previous academic work. An application form and supporting documents should be submitted as soon as possible and not later than April 1st. Only in circumstances which the Undergraduate Admissions Committee deems exceptional will a late application be considered.

8 Supporting Documents

Supporting documents include all final secondary school certificates held. These certificates must indicate the subjects studied and grades obtained. A notarized English translation must accompany transcripts that are in a language other than English or French.

In addition, a student who has previously attended a university or college must submit official transcripts, issued by the university or college previously attended, giving in detail the courses completed, with the standing and grades in each. A notarized English translation must accompany transcripts that are in a language other than English or French. The University of Toronto reserves the right to determine whether or not credentials of degree-granting institutions meet the standards for admission to the University of Toronto programs.

Enquiries regarding advanced standing should be directed to the Admissions Officer, Faculty of Nursing. Final decisions regarding advanced standing based upon previous university work will be

determined by the Faculty of Nursing after the applicant has been admitted. Detailed course descriptions may be required.

For further information about admission requirements, consult the Office of Admissions, 315 Bloor Street West, (416) 978-2190.

9 General Information for Applicants

(a) Candidates wishing an interview may arrange an appointment through the Admissions Officer of the Faculty, (416) 978-2863.

(b) Each candidate for admission will be informed of the University's decision as early as possible.

(c) Students are required on admission to possess a currently valid life support certificate (such as the Basic Rescuer Course offered through the Heart and Stroke Foundation) and at registration in Years II, III & IV.

10 Health Regulations

(a) For Admission (all undergraduate students)

Applicants must send to the Faculty by August 26, 1996:

- (i) a report from the student on the form provided testifying to the general good health of the candidate;
- (ii) a report from a physician or nurse on the form provided for current immunization against rubella, tetanus, diphtheria, poliomyelitis, measles, mumps, Hepatitis B;
- (iii) a report from a physician or nurse regarding immunity to chicken pox;
- (iv) report from a physician or nurse on examination for tuberculosis;
- (v) proof of registration in the Ontario Health Insurance Plan or its equivalent for medical and hospital insurance coverage.

It is the student's responsibility to ensure that the health form is properly completed and submitted. Students who fail to do so will not be allowed to enter clinical settings.

(b) During the Program

Yearly examination for tuberculosis is required of all students.

11 Petitions for Re-admission

Students who discontinue study at the end of any year of the Undergraduate Program may petition for re-admission with advanced standing on their return. This is granted on such conditions as the Admissions Committee may prescribe. When a period of over five years has elapsed since the courses previously studied were completed, these will be evaluated in terms of the content when the applicant seeks re-admission to the program. Permission to re-enrol in

any calendar year will be determined by previous academic performance and places available.

Students re-admitted to the program are charged a re-admission fee of \$24.00, payable at the time of registration.

12 Selection of Courses

Normally, all students in full-time attendance in the Faculty of Nursing will be expected to take a full program of studies each year as prescribed in the Faculty Calendar. For those students who have been granted advanced standing or credit on admission, four full courses or an equivalent of 96 weight units will be considered a full program in each of the years in which advance standing or credit has been awarded.

(a) Course Selection: Students in Years I, II and III must submit their course selection forms for approval to the Admissions Officer by August 2, 1996. After registration, students will have an opportunity to change their course selection until September 20, 1996 in consultation with the Admissions Officer. A student who has been granted credit for a course will not be permitted to repeat that course or its equivalent. A student may register for an extra course (a course not required for the B.Sc.N. degree) in addition to the regular program. It is not necessary for the student to pass the extra course but the standing will be recorded on the transcript. The average for the year is computed without the extra course. Registration for Returning Students will be conducted by mail. The deadline for submission of completed registration material to the Admissions Officer of the Faculty is August 12, 1996.

(b) **Course Confirmation.** In order to verify the computer loading of the courses and/or course selection changes ALL students are required to confirm their programs during the week of October 21. Beginning October 28, a late confirmation fee of \$6.00 will be levied.

While the Admissions Officer is always available to give advice and guidance, it must be clearly understood that the ultimate responsibility for the completeness, correctness and confirmation of course selection rests with the student. Failure to observe regulations and deadlines can result in academic and financial consequences.

13 Courses of Other Universities

Prior to taking courses at another university, students must request a Letter of Permission from the Admissions Officer to confirm acceptability of those courses for transfer credit. There is a \$30.00 non-refundable fee for this request. Courses successfully completed on Letter of Permission will be recorded on the transcript only as a pass with no grade.

FEES SUBJECT TO CHANGE

14 Withdrawals and Transfers

(a) Students who wish to withdraw or transfer should consult with the Admissions Officer. Students who withdraw from the program must return their photographic identification, student and library cards with the notification of withdrawal.

(b) Students who wish to withdraw from any course must notify the Admissions Officer promptly. Merely ceasing to attend lectures or informing the instructor, although it is courteous to do so, does not constitute official withdrawal. Notice of

withdrawal must be submitted to the Admissions Officer by the last day to drop a course without academic penalty as listed in the Academic Calendar (pages 11 & 12). Students who (1) do not write the examination, or (2) cease to attend lectures after the last day to drop a course without academic penalty as listed in the Academic Calendar, without having officially withdrawn, will be assigned a mark consisting of the weighted average of the course work completed. Petitions for exception based on medical or compassionate grounds, together with supporting documents, must be submitted to the Faculty Secretary before the end of the examination period.

15 Petitions

Students are responsible for knowing the rules and regulations in the Calendar. Failure to observe them can result in academic and/or financial penalties. However, students who have genuine difficulties in complying with a particular regulation may petition that it be waived or varied.

Students petitioning for readmission, advanced standing and withdrawal from a course without academic penalty should consult with the Admissions Officer.

Students petitioning for exceptions to the academic regulations or to write a make-up examination should consult with the Faculty Secretary. Students who wish to submit medical certificates in support of their petitions for exceptions to the Academic Regulations must ask their physician to verify that the student was examined at the time of the illness; to state the degree of disability involved and to indicate the duration of the debility caused by the illness. When an examination has been missed because of illness, a student who

requests to write a make-up examination must submit a medical certificate stating that the student was incapable of attempting the examination at the scheduled time. Students writing make-up examinations will be asked to sign a Declaration of Confidentiality.



16. Guidelines for Ethical and Professional Conduct for Nursing Students

Preface:

Nursing is based on the ethical value of a commitment to promoting well-being by providing competent and compassionate care.

Nursing students when entering their educational programme should be committed to learning and accepting the ethical standards of conduct of the profession. During their educational programme, nursing students strive to learn to promote, to restore and to support health, to prevent illness and also, to relieve suffering. Furthermore, nursing students will reflect on their own values and learn about the profession's values.

The following guidelines are designed to assist nursing students to provide ethical nursing care and to meet the Faculty's expectations regarding ethical and professional conduct. The guidelines will help nursing students become reflective, ethical practitioners.

Guidelines and codes are beneficial because they state values, obligations and limitations. These guidelines are designed to help students think about and resolve ethical and professional questions and issues. However, some ethical questions cannot be answered only by reference to a rule or guideline. Therefore, nursing students are encouraged to discuss ethical issues, concerns and questions as they arise, with their instructors and student group.

The Faculty of Nursing's Guidelines for Ethical and Professional Conduct for Nursing students complement the University of Toronto's Code of Behaviour on Academic Matters, University of Toronto's Code of Student Conduct and the Faculty of Nursing's Guidelines for Appearance of Student in Uniform. Students are responsible for knowing these documents and complying with the code and guidelines.

Nursing students are engaged in a number of relationships and therefore have obligations to different individuals and groups. Thus, the guidelines are divided into three sections (i) nursing student and the client, (ii) nursing student and other health professionals, and (iii) nursing student and the profession.

A. The Nursing Student and Clients

The nursing student is expected to respect the needs and values of clients. The following guidelines will assist the student in meeting this expectation.

1. The nursing student should be respectful of client's values, culture and religion.
2. When a nursing student does not wish to provide care to a client for ethical or religious reasons or because of a conflict in values, the student should discuss the assignment with the instructor as soon as possible. The nursing student must continue providing care until the issue is resolved.

3. The nursing student must provide safe, competent care to client(s). (Please refer to Faculty of Nursing Calendar, Undergraduate Information on Unsafe Performance, page 46).
4. The nursing student should strive to establish a therapeutic and caring relationship with clients. This professional relationship is based on trust which must not be violated.
5. The nursing student should communicate verbally and non-verbally with clients and families in a professional manner.
6. The nursing student should maintain client/family confidentiality. The client or designated other must consent to information being disclosed to his/her family, friends, other individuals, and/or health professionals who are not members of the client's health care team. Nursing students are responsible for knowing the policy and practices regarding disclosure of confidential information at the agency where they are practising.

Information can be shared by the nursing student with the client's health care team and appropriate Faculty members. Client/families should not be discussed in public areas. Client/family confidentiality must be maintained in written assignments and student conferences.

The general rule is that clients must consent to disclosure of information to any individuals who are not members of the client's health care team. However, under exceptional circumstances, information can be disclosed without the client's consent: for example, if the safety of the client or others is at serious risk unless specific information is disclosed. Under such circumstances, the nursing student should discuss the situation with his/her instructor. If the instructor is unavailable immediately the nursing student should discuss the situation promptly with a responsible person in the clinical setting.

7. The nursing student must not be under the influence of substances (for instance, alcohol and illicit drugs) during class nor at the clinical placement.
8. The nursing student should recognize that attendance at clinical placements is compulsory.
9. The nursing student should inform his/her instructor as soon as possible, or according to the manner established by the instructor, if he/she is unable to attend the clinical placement due to illness or extenuating circumstances.

B. The Nursing Student and Other Health Care Professionals

The following guidelines will assist the nursing student to develop and maintain professional relationships and ethical conduct with colleagues.

1. The nursing student is a member of the client's health team. Therefore, the nursing student should accept responsibility to work co-operatively with peers, the instructor and other health care professionals to provide competent and safe client care.
2. In the event that a nursing student has reason to believe that another student or health care professional is not giving competent and safe care, and/or is giving care under the influence of

drugs and/or alcohol, the student's first obligations are to protect the client from harm, to ensure that client dignity is respected, and to inform the instructor of the situation immediately.

If the instructor is not available immediately, the nursing student should inform promptly a responsible person at the clinical setting of the misconduct. Both misconduct and failure to report misconduct can result in a client being harmed psychologically and physically. It is left to the student's discretion whether he/she also wants to discuss the issue with the student(s) or health professional(s) involved.

C. The Nursing Student and the Profession

The nursing student represents the nursing profession. Therefore, the student has an obligation to know and appreciate the profession's values and also, to incorporate them into his/her practice.

The following guidelines will assist the nursing student to meet this expectation.

1. The nursing student should understand the Canadian Nurses Association's Code of Ethics for Nursing and the College of Nurses of Ontario's Guidelines for Ethical Behaviour in Nursing.
2. The nursing student should refer to these codes when making decisions about an ethical issue.
3. The nursing student should discuss ethical and professional concerns with his/her peers, instructors and other Faculty members.

Approved by Faculty Council,
September, 1993

17 Academic Sanctions for Students Who Have Outstanding University Obligations

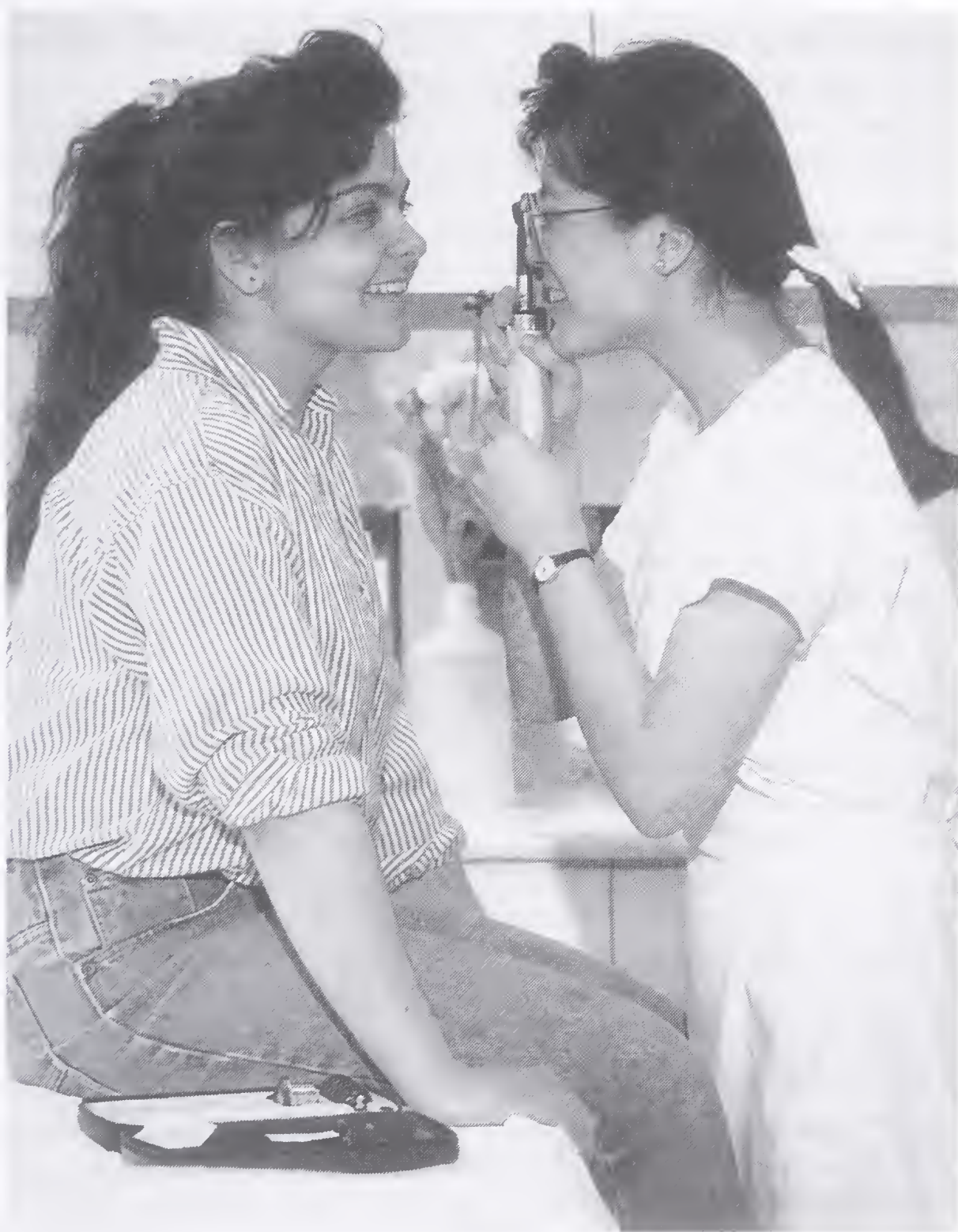
The following academic sanctions will be imposed on students who have outstanding recognized University obligations:

- (a) statements of results or official transcripts of record, or both, will not be issued;
- (b) the University will not release either the official document (normally called diploma) which declares the degree, diploma, or certificate earned, nor provide oral confirmation or written certification of degree status to external enquirers;
- (c) registration will be refused to a continuing or returning student.

The following are recognized University obligations:

tuition fees; academic and other incidental fees; residence fees and other residence charges; library fines; loans made by colleges, faculties or the University; Health Service accounts; Bookstore accounts; unreturned or damaged instruments, materials and equipment.

In accordance with the University of Toronto Policy on Academic Matters, all students registered in the Faculty of Nursing who have an outstanding obligation, will be subject to academic sanctions. Payments made by continuing or returning students shall be applied first to outstanding University debts, and then to current fees.



18 Grading Regulations

(a) The Committee on Standing is responsible for implementing the University Grading Practices Policy, and for formulating, implementing, and administering Faculty regulations relating to the Grading Practices Policy. Regulations specific to the Faculty have been approved by Faculty Council.

(b) As early as possible in each course, and no later than the last day to enrol in the course, the methods by which student performance will be evaluated and the relative weight for different assessments will be made available in written form to the class.

(c) Normally, student performance in a course will be assessed on more than one occasion. No one essay, test, examination, etc. should have a value of more than 80% of the grade. Exemptions to this regulation may be granted by Faculty Council on the basis of criteria developed by the Committee on Standing. In such circumstances, a formal discussion of student progress and appropriate written commentary must be made available to the student at the midpoint of the course.

(d) After the methods of evaluation and their relative weights have been made known, they may not be changed without the consent of a simple majority of the students enrolled in the course.

(e) All course grades submitted will be reviewed by the Committee on Standing before being released to students. The Committee may request clarification of the evaluation methods used and of anomalous grade distributions, or may require that grades as submitted be reconsidered. No grades are final or shall be released to students as official until the divisional review procedure has been carried out.

(f) In each course there shall be an examination or examinations (alone or in aggregate) conducted formally worth at least

one-third of the final grade. Exemptions from this regulation may be granted by Faculty Council on the basis of criteria developed by the Committee on Standing.

(g) Commentary, appropriate in the instructor's judgement, on assessed term work, and time for discussion of it, will be made available to students.

(h) Grades, as an expression of the instructor's best judgment of each student's overall performance in a course, will not be determined by any system of quotas.

(i) Failing papers will be re-read automatically.

(j) Group-evaluation, where used, will not constitute more than 25% of the final grade.

(k) A student will be permitted one opportunity only during the Program to write a make-up examination if he/she has misread any information regarding a scheduled test or examination.

19 Conditions for Academic Standing

(a) Grade Scale and Definitions

In evaluating written work and clinical performance, grades will be assigned with reference to the following scale, meaning and definition:

Refined Letter Grade Scale	Numerical Scale of Grades	Meaning	Definition
A+	90-100%	Excellent	Extensive knowledge base; strong evidence of original thinking; capacity to critically analyze and synthesize; consistent ability to make decisions based on theory and critical evaluation.
A	85-89%		
A-	80-84%		
B+	77-79%	Good	Sound knowledge base; original thinking; some critical capacity and analytic ability; ability to make decisions based on theory; ability to evaluate critically.
B	73-76%		
B-	70-72%		
C+	67-69%	Adequate	Satisfactory knowledge base; some ability to analyze unfamiliar problems, make decisions, and evaluate critically.
C	63-66%		
C-	60-62%		
D+	57-59%	Marginal	Unsatisfactory knowledge base; problem-solving limited to routine application of rules and/or based on inaccurate observation; errors of judgment in decision-making or limited ability to make decisions independently and limited ability to evaluate critically.
D	53-56%		
D-	50-52%		
E	35-49%	Inadequate	Weak knowledge base; poor ability in problem- solving, decision-making and evaluation.
F	0-34%	Wholly Inadequate	Wholly inadequate; little evidence of even a superficial knowledge base; lacking in ability to problem-solve, make decisions and evaluate.

Designators: assigned to students instead of regular grades.

- PASS/FAIL: A letter grade is not assigned in NUR409A. Students are graded on a pass/fail basis. This designation does not enter into the calculation of the sessional average.
- XMP: Exemption granted on the basis of credit for work done elsewhere. It carries credit for the course but is not considered for averaging purposes.
- SDF: Standing deferred on the basis of incomplete course work because of medical or similar reasons (granted by petition or on the basis of an instructor's recommendation).
- WDR: Withdrawn without academic penalty (granted upon approval of a student's petition for late withdrawal without academic penalty).

Note: The following notations may also appear on a student's record:

- C: course taken for credit towards the degree
- X: extra course, not for degree credit

(b) Requirements for Credit and Standing

(i) To receive credit in NUR courses, the aggregate of the term and examination marks or, in those courses meeting the criteria for exemption from a final examination, the aggregate of all term work must equal a letter grade of C- or better.

(ii) To receive credit in courses other than NUR courses, a candidate must obtain D- or better as the final grade in the course.

(iii) All prescribed term work shall be completed by the dates specified or a penalty may be imposed. Students will be so notified at the beginning of the year.

(iv) In order to obtain credit in NUR courses which include clinical practice, students must achieve a pass in the clinical practice component of the course. A grade of Pass or Fail will be assigned for NUR409A.

(v) Students are expected to participate in laboratory classes where observation and/or practice is carried out on themselves or on a fellow student.

Attendance at Clinical Practice is compulsory.

(vi) A student whose performance in nursing practice is unsafe, or whose attendance in any NUR course is deemed unsatisfactory, may be required to withdraw from a course, or may have his/her registration in the Faculty cancelled at any time by the Committee on Standing.

For this purpose, unsafe performance is the display by a student in caring for a patient of (1) a lack of knowledge, skill or judgment, or (2) disregard for the welfare of the patient, of a nature or to an extent which indicates that the student is unfit to continue in a course or courses or to continue as a student in the Faculty (see p. 46, #21(f)).

(vi) To qualify for standing in the year, a full-time student must obtain credit in all or all but one and one-half of the courses of the year.

(vii) A part-time student must pass on the initial attempt in at least 4 of the first 5.5 courses. If a student fails more than 1.5 of the first 5.5 courses or any subsequent set of 5.5 courses on the initial attempt, he or she must apply for re-admission to the program.

(viii) A student who has failed a course must repeat all prescribed work in the failed course.

(ix) A full-time student shall be on academic probation for a period of up to 16 months who (a) has an average of less than 60% in any academic year; or (b) has failed to achieve standing in 1.5 courses in any academic year. Consult page 45, #21(e) for more information.

(x) A student who has failed to achieve standing in the equivalent of 1.5 required courses will not be allowed to register in the next higher year until the courses have been successfully repeated.

(xi) A student may carry the equivalent of one course into the next higher year with the exception of NUR100Y, 200Y, 300A/B, 301A/B, 312F and Physiology.

(xii) Normally students must have received credit in all courses of Year I before registering in Year III, including their elective requirements for that year, and in all courses of Year II before registering in Year IV.

Note: Consult page 45, #21 for further information concerning regulations on unsatisfactory work.

(xiii) Students may take elective courses required for the completion of the second or third year in the summer preceding the year in which the course is required. The summer course will be considered part of

the following year's program. The grade obtained in the summer course will not influence the average of the following winter session but will enter into the determination of the student's standing for that year.

Students may take one elective course in the summer session to complete outstanding requirements of the previous winter session. In such cases, the summer course will be considered part of the previous year's program, and will enter into the determination of the student's standing for that year.

(c) The Annual Examinations

- (i) The annual examinations are held in April and May. Final examinations in the first term are held in December. All students are expected to be available until the end of the scheduled examination periods. Students who make personal commitments during the examination periods do so at their own risk; no special consideration will be given and no special arrangements made in the event of conflicts in such circumstances.
- (ii) Access to copies of the previous final examination papers is contingent upon the approval of the course instructor. The Nursing Undergraduate Society is responsible for the distribution of these examinations.

(iii) Within three months of the issue of final results, students may be allowed on request to review their final examination papers in any required course in the presence of the instructor of that course. Examination papers may not be removed from the Faculty. Arrangements must be made with the Faculty Secretary.

If, upon inspection of this, a student wishes to have the examination paper re-read, a petition should be submitted to

the Faculty Secretary for a fee of \$35, outlining the student's reasons in detail. This must be done within three months of the issue of final results. Such a petition will be granted only when it contains specific instances of disagreement with the existing grading and an indication of the academic grounds for such disagreement. If the mark is changed as a result of this petition, the \$35 fee for the petition will be refunded.

Students should note that when a course is failed, the examination must be re-read before the marks are reported, and instructors may not subsequently re-read any final examination except on the authority of a petition. Students must accept the fact that a re-reading may lead to a lowering of the mark, to a raising of the mark, or to no change.

(d) Supplemental Examinations

- (i) Subject to the exceptions below, supplemental privileges may be offered at the discretion of the Committee on Standing to full-time and part time students as follows:
 - 1. full-time students who have obtained standing in all but one and one-half courses in the year's work, have successfully completed the term work in the failed course, and whose overall average in the academic year is 65% or better;
 - 2. part-time students who have failed a course but have successfully completed the term work of the course.

In reaching its decision, the Committee will take into consideration the student's overall academic record in the program.

- (I) No supplemental privileges are offered in Arts & Science courses.
- (II) No supplemental privileges are offered in NUR100Y, 200Y, 300A/B, 301A/B,

NUR312F, NUR409A and Year IV nursing elective courses.

(III) In Year IV, supplemental privileges may be offered at the discretion of the Committee on Standing to students who have obtained standing in all but one full course.

(ii) If a student has failed a course in which supplemental privileges are not offered, it shall be the responsibility of the student either to repeat the course or to select a suitable substitute approved by an appropriate advisor.

(iii) Candidates for supplemental examinations scheduled in August must notify the Faculty Secretary within two weeks of the examination sitting if they do not wish to write one or more of the examinations for which they registered; otherwise the fee will be forfeited.

For dates of supplemental examinations, see Academic Calendar pages 11 & 12.

20 Averaging and Status

Averaging

There are two sessions (summer and winter) in each calendar year. An average is calculated, and status is assessed, following each session.

The average is the weighted sum of the percentage grades in all credit courses taken, divided by the number of credit courses taken. Normally, a half course carries half the weight of a full course. For NUR courses, see the course descriptions on pages 21-25 for the weight of each course.

Courses noted "SDF", "XMP", "PASS/FAIL" or "WDR" are not included in the average, nor are transfer credits, courses taken on letter of permission, or courses designated as "extra". The computation of the average will be delayed if "SDF" or "INC" has been granted in any credit course.

Status

The following status designations may be assigned in the instances described:

- a) **In Good Standing:** (1) a student who has successfully completed all credit courses taken in a session with an overall average of 60% or more; (2) a student who has passed a supplemental examination in a given course when the supplemental examination is the student's only remaining condition.
- b) **Registration Cancelled:** (1) a student who twice fails to advance to the next higher year; (2) a student who fails to clear probation; (3) a student whose marks would invoke probation a second time in the undergraduate program.

- c) **Failed Year - Registration Cancelled:** a student who fails more than 1.5 courses during a year.
- d) **On Probation: May Proceed** (1) a student who has an average of less than 60% in any academic year; or (2) a student who has failed to achieve standing in 1.5 courses in any academic year
- e) **On Probation: May Not Proceed to the Next Higher Year** (1) a student has an average of less than 60% in any academic year and has failed 1.0 NUR courses including NUR100Y, NUR200Y, NUR300A/B and NUR301A/B (2) a student has failed to achieve standing in 1.5 courses in any academic year including 1 or more of NUR100Y, NUR200Y, NUR300A/B and NUR301A/B (3) a student has failed 1.5 required courses
- f) **Conditioned - May Proceed:** (1) a student who has failed one course which is not a prerequisite for the next higher year; (2) a student who has supplemental privileges in any course and who had not been placed on probation.
- g) **Conditioned - May Not Proceed to the Next Higher Year:** a student who has not been placed on probation and who is required to successfully repeat a course before proceeding to the next higher year.
- h) **Suspended:** see page 45, #21(c).

21 Regulations Concerning Unsatisfactory Work

- (a) Students who have their registration cancelled and desire to be readmitted to the program must petition the Faculty for permission. Decision to readmit will be determined by previous academic performance and places available.
- (b) Normally the Faculty Council will not grant re-admission or further registration in the Faculty to any student who on two occasions fails to secure the right to advance to a higher year in the Faculty.

(c) Faculty Council may suspend a student from registration in the Faculty for a given period of time not exceeding two years and/or until the satisfaction of other conditions as it may see fit. Upon satisfying the conditions of the suspension, the student shall be eligible for consideration to re-register in the Faculty.

(d) A student who does not write final examinations or who withdraws from the full-time program after February 14 (except for medical or similar reasons, for which proof must be submitted) will be regarded for the purposes of these regulations as having failed to obtain standing for the year.

(e) Probationary Status

A full-time student shall be on academic probation for a period of up to 16 months who:

- i) has an average of less than 60% in any academic year; or
- ii) has failed to achieve standing in 1.5 courses in any academic year.

A part-time student shall be on academic probation for a period of up to 16 months who:

- i) has a cumulative average of less than 60% on the first set of 5.5 courses or any subsequent set of 5.5 courses;
- ii) fails 1.5 of the first set of 5.5 courses or any subsequent set of 5.5 courses.

Probation will begin the day the grades are reviewed by the Committee on Standing. It must be cleared within 16 months of that date.

Clearing Probation

Requirements for the lifting of probation are:

- 1) successful completion of all courses taken during the probationary period;
- 2) clearance of any previously failed courses;
- 3) achievement of an average of 60% or better in the probationary period.

Students who fail to clear probation in the probationary period, or whose marks would invoke probation a second time in their undergraduate program will have their registration cancelled.

(f) Unsafe Performance

Unsafe performance is the display by a student in caring for a patient of (i) a lack of knowledge, skill or judgment, or (ii) disregard for the welfare of the patient, of a nature or to an extent which indicates that the student is unfit to continue in a course or courses or to continue as a student in the Faculty.

Procedures for Withdrawing a Student for Unsafe Performance

- (1) The clinical instructor will identify unsafe performance, notify the student in writing, and discuss it with the student.
- (2) The instructor will inform the lead teacher and the undergraduate chair immediately.
- (3) A meeting of the student, clinical instructor, and the undergraduate chair will be held as soon as possible.
- (4) An evaluation from a second clinical instructor experienced in the same clinical area who is mutually agreed upon by all 3 people will be sought. If mutual agreement

cannot be reached, the Dean will appoint a consulting instructor.

- (5) The undergraduate chair, the primary instructor and the consulting instructor will decide whether the student will be withdrawn immediately or allowed to continue in the course.
- (6) If withdrawn, the undergraduate chair will report the withdrawal to the next meeting of the Committee on Standing for approval.

22 Structures and Procedures for Academic Appeal

- (a) An academic appeal is an appeal by a student:
 - (i) against a decision as to the student's success or failure in meeting an academic standard or other requirement,
 - (ii) as to the applicability to the student's case of any academic regulation.
- (b) Structures:
 - (i) The Academic Appeals Committee of the Council of the Faculty of Nursing has been established as the formal structure within the Faculty for the hearing of appeals. Within the Faculty, final decision on an appeal rests with this Committee which reports to Faculty Council for information.
 - (ii) A further right of appeals is to the Academic Appeals Board of the Governing Council.

(c) Procedures:

- (i) In the event that a student feels that there is a cause for appeal and is considering a formal appeal, he/she should first arrange an interview with the Chair of the Undergraduate Program.
- (ii) If a formal appeal is to be launched, the student must consult the Faculty Secretary about the preparation and submission of the appeal.
- (iii) Time Limit - An appeal to the Faculty of Nursing Academic Appeals Committee must be submitted no later than six months after the decision from which the appeal is being taken has been communicated in writing to the appellant. An appeal to the Academic Appeals Board of Governing Council shall, except in exceptional circumstances, be commenced by filing a notice of appeal with the Secretary of the Board. Notice may be filed no later than ninety days after the decision from which the appeal is being taken has been communicated in writing to the appellant.
- (iv) The written notice of appeal must state the nature and grounds of the appeal. Normally a copy of any document(s) that will be used in support of the appeal will accompany the form.
- (v) The appellant has the right to appear before the Academic Appeals Committee in person, with or without counsel or other adviser. If the appellant intends to be represented by counsel, this must be communicated to the Chair of the Academic Appeals Committee on the notice of appeal.
- (vi) Receipt of the appeal will be acknowledged by the Chair of the Academic Appeals Committee in a form letter sent by registered mail or other receipted delivery.
- (vii) The Chair of the Academic Appeals Committee, along with the Faculty Secretary, will then set a date and time for the appeal to be heard. The appellant

will be notified of the date, time and place of the meeting by registered mail or other receipted delivery.

(d) General Format for the Conduct of the Academic Appeals Committee Meetings:

- (i) On entry to the Academic Appeals Committee Meeting, the appellant and/or counsel are informed that the members of the Committee have read but not discussed the appeal and related material.
- (ii) Both parties and/or their counsel have the right to call and examine/cross-examine witnesses and present their arguments and submissions, including any new information. The parties are requested however to only highlight, and not repeat points already made in the submitted materials.
- (iii) The Committee members may then wish to raise questions to the appellant about the evidence presented.
- (iv) If the appellant has had a petition refused by another committee in the Faculty of Nursing that is relevant to the appeal, the chair of that committee will be asked to present the reasons for refusal. If it not possible to attend in person that chair will be asked to provide a written statement summarizing the reasons for the refusal of the petition.
- (v) If the appeal concerns a faculty member, that person will be invited to attend the hearing to respond to the appeal. A written statement from the instructor may be elected as an alternative.
- (vi) The appellant will be ensured the opportunity to make a final statement.
- (vii) After both parties have completed their arguments and the members of the Academic Appeals Committee have completed the questioning of the parties, the student, his/her counsel, and any other person who has taken part in this hearing shall withdraw and the Academic Appeals Committee shall proceed to

consider and determine their decision on the appeal.

(viii) The decision of the Academic Appeals Committee will be determined by a majority show of hands.

(ix) The decision of the Academic Appeals Committee will be sent by registered mail or other receipted delivery within four working days following the meeting at which the decision is made.

(x) When communicating the decision to the appellant, the Academic Appeals Committee will give a concise but complete statement of reasons for the decision.

23 Graduation

A student shall be eligible to receive a Bachelor of Science in Nursing degree when all requirements of the program have been satisfactorily met.



GRADUATE PROGRAMS

The Faculty of Nursing has offered a graduate program leading to a Master's degree since 1970. Currently it offers two Master's programs and a PhD program. The Master of Science (M.Sc.) is a research-focused program which requires a thesis. The Master of Nursing (M.N.) is a course-only, non-thesis program. The first students were accepted into the Ph.D. program in Nursing Science in September 1993.

Access to Graduate Student Academic Records

Students should consult page 78 of this Calendar regarding the policy and procedures for access to graduate student records.

Alphabetic Character Following Course Numbers

Y - a full course

A - a full course offered in the first term

B - a full course offered in the second term

H - a half course

F - a half course offered in the first term

S - a half course offered in the second term

L - a course in which, for valid academic reasons, it is necessary to extend the work of the course into the term following the academic session/term in which the course is offered.

Applications and Deadline

Application forms and further information for all graduate programs in this Department may be obtained by writing to:

Graduate Department of Nursing Science
University of Toronto
50 St. George Street
Toronto, Ontario M5S 3H4
Tel. no. (416) 978-2067
Fax no. (416) 978-8222
Email address:
graduate.nursing@utoronto.ca

A personal interview can be arranged upon request by calling this Department at (416) 978-2067.

Deadline for application to all graduate programs is February 1.

Departmental Appeals Procedure

Students should consult the "Appeals" section in the School of Graduate Studies Calendar.

Fees

Students should consult the "Fees" section in the School of Graduate Studies Calendar.

Grading Practices

Students should consult the School of Graduate Studies Calendar for information on grade scales and grading procedures. All assignments submitted for evaluation must be typed. The departmental definition of grades used in grading graduate level nursing assignments is as follows:-

A

Superior performance with strong evidence of original thinking, good organization, sound critical evaluations; evidence of depth of knowledge in the discipline, a clear command of related principles and theories.

B

Good performance with good organization; good evidence of original thinking; some evidence of critical evaluation, ability to analyze and synthesize and to discriminate issues; good grasp of the subject matter.

FZ

Inadequate performance. Organization may range from fair to poor; original thinking, critical and analytical skills, and ability to synthesize may be evident to some degree or not at all; exploration of relevant issues ranges from limited to irrelevant or trivial treatment of the topic; grasp of the subject ranges from some understanding to insufficient knowledge; skills for effective work may be evident to some degree or only minimally.

PH.D. PROGRAM

Objectives

The PhD program is designed to prepare scientists with the analytical and research skills required for the study of clinical or administrative nursing problems. The completion of a thesis forms a major component of the program.

The PhD program is designed to produce graduates who:

1. Understand the theoretical foundations of nursing science.
2. Appreciate the relationship between nursing science and the scientific basis of other health disciplines.
3. Demonstrate in-depth knowledge of a selected aspect of nursing science.
4. Are able to design and conduct research studies of relevance to nursing science.
5. Demonstrate commitment to ethical scholarship and collaboration in the furthering of knowledge, and have a critical and objective perspective on research.
6. Can contribute to the education of undergraduate and graduate nursing students.

Fields of Study

Students will elect to study in one of three research fields:

1. **Nursing Science of Healthy Individuals, Families and Communities**
This field has its roots in health education, social support, and health promotion, from micro (nurse-client) to macro (community development) level.

2. Nursing Science of Individuals and Families Experiencing Acute and Chronic Illness

This field is concerned with understanding and ameliorating the effects of acute and chronic illness on individuals and families, and encompasses both fundamental and applied research.

3. Science of Nursing Administration

This field of study examines the factors that affect nurses' ability to provide high quality nursing care in various employment settings and strategies that can be used to improve nurses' worklife.

Application and Admission

Candidates are accepted under the general regulations of the School of Graduate Studies. Meeting minimal requirements does not ensure admission.

Candidates for admission to the PhD program must have a University of Toronto M.Sc. degree in nursing, or a degree from an equivalent nursing program in a recognized university. Candidates must have achieved at least a B+ standing in their master's program.

The application process will involve:

1. Identification of and firm commitment from a potential PhD supervisor;
2. Submission of copies of official academic transcripts from each university attended by the applicant, curriculum vitae, and relevant publications;
3. Submission of a report of the applicant's scores on the Graduate Record Examination (GRE) general aptitude test for verbal and quantitative ability;
4. Submission of a statement, about 300 words in length, indicating the applicant's reasons for PhD study, research interests, and future plans;

5. Submission of two letters of recommendation from professors familiar with the candidate's earlier graduate work. For those who completed a Master's thesis, one letter must be from the thesis supervisor;
6. A personal interview with Ph.D. Applications Committee.

Program & Degree Requirements

In order to qualify for the degree, a candidate shall complete a program of study approved by the Graduate Department of Nursing Science. A Supervisory Committee will be formed for each student, the purpose of which will be to plan with the student a program of study and to monitor the student's progress. The student's program of study will be designed to support the student's research and to provide depth and breadth in the area under study.

The program of study will include a minimum of four (4) courses, student/faculty research seminars, and a thesis based upon an approved research problem.

The courses will include:

1. One required course, Theoretical Perspectives in Nursing Science.
2. One elective from the student's major field of study.
3. A minimum of one elective in research methodology to support the student's research.
4. A minimum of one elective to expand the student's knowledge base in the chosen field of study.

A comprehensive examination will be required upon the completion of course work. The student's thesis will be defended in the Departmental Oral Examination and the Final Oral Examination of the School of Graduate Studies.

Length of Program

All requirements for the degree must be completed satisfactorily within six calendar years from the date of the student's first enrolment in the program leading to the degree of Doctor of Philosophy.

MASTER'S PROGRAMS

MASTER OF NURSING (M.N.)

Objectives

The M.N. program is designed to prepare advanced practitioners of nursing who have specialized knowledge and skills in a defined area of nursing and the expertise to design programs and influence practice in that area.

The objectives are to prepare graduates who:

1. Have in-depth knowledge in a defined area of clinical nursing practice or administration;
2. Can use research and other sources of information to design programs of nursing care or administrative practice;
3. Have the ability to influence how research is applied in practice settings;
4. Understand the social, political and economic forces that operate on the health care system and nursing as a discipline;
5. Can influence nursing's position in the health care system and society;
6. Expect to advance to leadership positions in nursing and the health care system.

Fields of Study

The program offers two fields of study:

1. Nursing Administration;
2. Clinical Nursing.

In consultation with their faculty advisor, students select a set of courses that meet their clinical interests and provide a theoretical foundation for their area of study.

Program and Degree Requirements

The program is comprised of six (6) required courses and six (6) elective courses. There are two periods of concentrated clinical practice. A minimum of three elective courses must be selected from the elective courses offered by the Department of Nursing Science.

M.N. students are encouraged to take at least one of their electives in a graduate department other than Nursing Science.

Length of Program

The program can be taken on a full- or part-time basis. The length of the program for full-time study is two academic sessions. All requirements for the degree must be completed within six years from the date of the student's first enrolment.

MASTER OF SCIENCE (M.Sc.)

Objectives

The M.Sc. program is designed to provide students who are interested in pursuing a career of scientific inquiry with the knowledge and skills required to proceed to doctoral study. A major component of the program is the conduct of a thesis under the supervision of a faculty member.

The objectives are to prepare graduates who:

1. Have in-depth knowledge in a defined area of clinical nursing practice or administration;
2. Have the necessary research skills to participate in collaborative research efforts;
3. Have the analytic skills to formulate research questions based on the evaluation of research and scholarly works;

4. Value scientific inquiry and critique as the foundation for the advancement of nursing knowledge.

Fields of Study

The program offers three fields of study:

1. **Nursing Science of Healthy Individuals, Families and Communities;**
2. **Nursing Science of Individuals and Families Experiencing Acute and Chronic Illness;**
3. **Science of Nursing Administration.**

In consultation with their faculty advisor, students select a set of courses that provide a theoretical foundation in their field of study.

Program & Degree Requirements

The program is comprised of three (3) required courses, three (3) elective courses in the student's field of study, an advanced methodology course, and a thesis. There is one period of concentrated clinical practice.

The M.Sc. program includes a thesis based upon an approved research problem. Before the recommendation for degree is forwarded to the School of Graduate Studies, the final version of the thesis, amended as necessary following the oral defense, must be approved by the thesis supervisor and one unbound and two bound copies must be submitted to the Graduate Department of Nursing Science.

Length of Program

The program can be taken on a full- or part-time basis. The program may be completed in a minimum of two years of full-time study. All requirements for the degree must be completed within six years from the date of the student's first enrolment.

Application & Admission Requirements for M.N. and M.Sc. Programs

Candidates are accepted under the general regulations of the School of Graduate Studies. Meeting minimal requirements does not ensure admission. The admission requirements are as follows:

1. Candidates must hold the B.Sc.N. of the University of Toronto or an equivalent degree.
2. Candidates must have obtained a mid-B standing in the final year of undergraduate study and, in addition, must have obtained at least B standing in the next-to-final year. It is expected that the student will have obtained good academic standing in non-nursing as well as nursing subjects.
3. Candidates must submit official academic transcripts, a curriculum vitae, three letters of reference, and a statement of goals and expectations which clearly indicate the intended field of study. Applicants for M.Sc. must include in their goals their research interest.
4. The applicant should have successfully completed an introductory course in statistics. If this is not possible prior to admission, the program of the first year must be planned to include such a course.

Tel. no. (416) 978-2709

Ethnic and Pluralism Studies

Information can be obtained from the Department of Sociology at 203 College Street, Toronto, Ontario M5T 1P9

Tel. no. (416) 978-4783

COLLABORATIVE PROGRAMS

Students in the Graduate Department of Nursing Science may elect to participate in the following collaborative programs:

Bioethics

Information can be obtained from the Joint Centre for Bioethics at 88 College St., Toronto, Ontario M5G 1L4

COURSES

Required Courses

Required Courses for Ph.D. Program

NUR1080F

Theoretical Perspectives in Nursing
Science/A. Moorhouse

THS9999Y

Thesis

Required Courses for M.N. Program

NUR1016S

Social and Political Issues in Health
Care/G. Donner

NUR1017F

Theoretical Developments in Nursing/D.
Wells

NUR1022F

Critical Appraisal of Research/E.
Hodnett

NUR1069A#

Advanced Nursing Practice
(CR/NCR)^/staff

NUR1070B#

Integration of Theory/Research in
Practice (CR/NCR)^/G. Donner
Pre-requisite for NUR1070B is
completion of all course work

NUR1071S

Analysis of Theory/Research in
Practice/J. Shamian
(Co-requisite with NUR1070Y)

Required Courses for M.Sc. Program

NUR1017F

Theoretical Developments in Nursing/D.
Wells

NUR1020F

Conceptualization and Design of Nursing
Research/S. Sidani

NUR1070B#

Integration of Theory/Research in
Practice (CR/NCR)^/G. Donner
Pre-requisites for NUR1070B are
completion of all course work, and
approval of the thesis proposal by the
Thesis Committee

THS9999Y

Thesis

#Note

Completion of a health evaluation and
immunization form is required prior to
registering in NUR1069A and NUR1070B.

Elective Courses

NUR1013S

Transcultural Health Care
Issues/R.N.F.Lee

NUR1016S

Social and Political Issues in Health
Care/G. Donner (required for M.N.
students)

NUR1018F

Semiotics and Health/R. Hagey

NUR1019H*

Perinatal Physiological Adaptations/staff

NUR1024H (new)

Qualitative Research: Foundations,
Methods and Designs/P. McKeever

NUR1032F

Group Process and Professional
Practice/R. Gallop

NUR1033H*

Advanced Psychiatric Nursing Theory/R.
Gallop

NUR1034F

Program Planning and Evaluation in
Nursing/staff

NUR1041S

Contemporary Family Theories:
Implications for Nursing Research and
Practice/P. McKeever

NUR1042H*
 Responses of Children and Families To
 Acute Illness In Childhood/B. Stevens

NUR1043S
 Theories of Interpersonal Process/R.
 Gallop

NUR1045F
 Theories of Pain: Impact on the
 Individual, Family and
 Society/B.Stevens, J.Watt-Watson

NUR1050S
 Coping with Illness/J. E. Graydon

NUR1051S
 Assessment and Management of
 Common Responses to Illness/Staff

NUR1052S
 Perinatal Nursing Science/E. Hodnett

NUR1053F
 The Clinical Challenges of Caring for
 Aging Persons: A Conceptual and
 Research Based Approach/P. Dawson

NUR1054S
 Theory and Research Considerations in
 the Care of Persons with Cognitive
 Impairment/D. Wells

NUR1055S
 Health Promotion and Disease
 Prevention in Nursing Practice/Staff

NUR1056F
 Designing Longterm Care
 Environments/D. Pringle

NUR1060S
 Management of Nursing Services/D.
 Irvine

NUR1061S
 Patient Information Systems/Workload
 Measurement/L.L. O'Brien-Pallas

NUR1063H*
 Assessment and Management of
 Complex Responses to Illness/J. E.
 Graydon

NUR1064F+
 Behaviour in Health Care
 Organizations/J. Skelton-Green

NUR1065F
 Chronicity in Mental Illness: Critical
 Appraisal of Theory and Research/B.
 Johnson

NUR1090S
 Measuring Nursing Phenomena/S.
 Sidani, J.I. Williams
 Pre-requisite for NUR1090S is
 completion of an advanced graduate level
 statistics course.

Note:
 Nursing courses may not be offered if there
 is insufficient enrolment.

^ (CR/NCR) Credit/No Credit
 * Not offered in current academic year
 + Offered in summer 1997.

COURSE DESCRIPTIONS

Required Courses

NUR1016S

Social and Political Issues in Health Care. This course will identify and critically examine current issues affecting the health care system. The structure of the current system, policy initiatives as well as relevant legislation will be examined. The role of the nurse, other providers and the public in influencing the system will be addressed. 2 hours/week.

NUR1017F

Theoretical Developments in Nursing. This seminar course will engage you in critical thinking about theoretical developments in nursing science. Our study of these developments will involve a discussion of the various changing conceptions of science in historical perspective. As well, specific approaches to nursing knowledge development will be examined including the use of grand and mid-range nursing theories, concept analysis in nursing, and broader interpretive and critical perspectives. The relationship between nursing science and practice will be explored. The primary methods of analyses to be used in the seminars will be the critique and counter critique of papers, and case studies. 3 hours/week.

NUR1020F

Conceptualization and Design of Nursing Research. This course focuses on critical examination of the research process in nursing, with an emphasis on maintaining the link between theory and research methods. Consideration is given to both quantitative and qualitative research approaches, designs, data collection, and analysis. Strategies for critically analyzing research studies, and strategies for disseminating and utilizing research findings

in clinical practice are examined. 3 hours/week.

NUR1022F

Critical Appraisal of Research. Often nursing (and medical) practice is not based upon the best available research evidence, even when the evidence is strong and has been available for some time. Implementation of research results in the practice setting requires one to have substantial skills in critical appraisal of research and to be conversant in the emerging field of research utilization. The purpose of the course is to enable the student to become an proficient user of nursing and other health care research. Emphasis will be placed on critical appraisal of studies and critique of the major theoretical models concerning diffusion and implementation of research results. 3 hours/week.

NUR1069A

Advanced Nursing Practice. This course will provide students an opportunity to develop advanced clinical or administrative expertise in a specific area of nursing practice. Students will be expected to demonstrate depth of knowledge related to their specific area of practice including knowledge of recent research findings. They will be expected to critically analyze the scientific basis of their practice.

NUR1070B

Integration of Theory/Research In Practice. This course is a combination of concentrated field experience and student/faculty seminars. Students will be responsible for developing objectives for the course in relation to their clinical/administrative studies, thesis topic (where relevant) and clinical experience. The field experience is 3-4 days/week throughout the semester and the student will work with a clinical advisor during that

time. Seminars will be held for two hours every second week and will be focused on integrating the student's practical experience with learnings from theory and research.

NUR1071S

Analysis of Theory/Research in Practice.

This course for students in the Master of Nursing program is a companion course to NUR1070B Integration of Theory/Research in Practice. It provides students an opportunity to critically analyze the contextual variables influencing the implementation of change and the diffusion of research findings and technology in the rapidly evolving environments in which nursing care is delivered. Using examples from their clinical and/or administrative practice in NUR1070B, students analyze the theoretical/research basis of the various strategies that could be used to enhance nursing practice within the complex health care environments in which nursing care is provided. 2 hours/week.

NUR1080F

Theoretical Perspectives in Nursing Science. This course is a required course for doctoral students in the Graduate Department of Nursing Science. It takes Nursing Science itself as its subject matter, with the aim of fostering in the graduate student a theoretical appreciation of this discipline. The seminars and discussions will be organized around three different theoretical perspectives: (1) The perspective of science in general; (2) The perspective of health science; (3) The perspective of Nursing Science. 3 hours/week.

THS9999Y

Thesis. A research problem, related to the student's field of study, is used as the basis for designing and conducting a study, the report of which is the thesis. For M.Sc. students, research for the student thesis will

normally be part of a faculty research project.

Elective Courses for Field of Study

NUR1013S

Transcultural Health Care Issues. Statistics Canada (1991) indicated that Canada is now home to 100 different cultural groups. Health care workers are faced with the challenge of providing appropriate and equitable care to a culturally diverse population whose health beliefs and practices, values, and ways of life may be vastly different from their own. This course will examine health care issues confronting the multicultural Canadian mosaic.

Theoretical concepts related to culture, race, ethnicity, health and illness and their application to the provision of health care in the multicultural society will be examined. Seminars will focus on similarities and differences in health values, belief and practices among culturally diverse people and those from the dominant group culture. The influence of culture and ethnicity on health values, belief and practices throughout the life cycle, in health and in illness will be explored. The impact of Government and health agency policies that address the health care needs of the multicultural community will be analyzed. Emphasis in the course will be on transcultural health care issues and problems relevant to multidisciplinary health care practice, education and research. 2 hours/week.

NUR1018F

Semiotics and Health.

This course analyses "real relations" made visible by attending to signifiers, signifieds, metaphor, metonym, codes, rituals ie cultural constructs. Material semiotics argues that cultures are constructed by economics, politics and ideology. The participants within a cultural system both

express and are constituted by language and practices, i.e. cultural constructs, which determine the system relations. In this course we will examine how ideological practices structure meaning in nursing and phenomena pertaining to health. 2 hours/week.

NUR1019H

Perinatal Physiological Adaptations. Implications of altered physiological functioning during pregnancy, fetal and neonatal life for perinatal nursing practice and examination of the research basis for selected nursing management strategies will be the focus of seminars. Concepts and principles from perinatal physiology, perinatal endocrinology, and perinatal pharmacology as they relate to the maternal/fetal/neonatal unit will be explored and analyzed. 2 hours/week.

NUR1024H (New)

Qualitative Research: Foundations, Methods and Designs. All research is molded by underlying philosophical assumptions and by questions, which, through their form and phrasing, influence the answers obtained. This seminar course will illustrate that research approaches cannot be divided neatly along qualitative/interpretive and quantitative/positivistic axes. The course will focus on differentiating the major qualitative approaches. Grounded Theory, Phenomenology, Symbolic Interactionism and Critical Theory will be compared and contrasted according to their epistemological and ontological foundations. The methodological implications of their underlying assumptions about human nature, language, and scientific explanation will be explored. Although examples of qualitative research in nursing science will be highlighted, the course will be relevant to students in all health science disciplines. 2 hours/week.

NUR1032F

Group Process and Professional Practice. Much of a nurse's professional life is spent in groups: e.g. Team meetings, committees and client groups. Groups may be small (e.g. Two or three individuals or family members) or large (e.g. Community groups or clients with common health problems). Effective group leadership requires an understanding of both group and interpersonal process. This course will focus on understanding principles of group process: what are the characteristics of an effective group; how are these effects achieved; what is the life cycle of a group: what are common impediments to an effective group. A brief overview of different group modalities and application will be presented. 3 hours/week.

NUR1033H

Advanced Psychiatric Nursing Theory. Traditionally psychiatric nursing has employed psychodynamic principles as the theoretical basis for practice. However, within the last two decades psychiatric nursing has been influenced by numerous forces, including deinstitutionalization, the biological advances of psychiatry, mental health legislation, fiscal restraint, consumerism and the role of abuse in the biology and expression of illness. This course will examine the impact of these forces and will critically analyze the current state of psychiatric nursing practice in light of these forces. The validity of the psychodynamic model for psychiatric nursing practice will receive particular attention. Alternative models of psychiatric nursing will be considered and critiqued. The status of psychiatric nursing research will be examined and critiqued for contribution to theory testing and practice innovation. Concepts central to practice such as quality of life, self efficacy, and meaning of illness will be reviewed. 2 hours/week.

NUR1034F

Program Planning and Evaluation in Nursing. This course will focus on the aspects of nursing and its practice concerned with program planning and evaluation for groups, aggregates, and communities. There will be an emphasis on program planning and evaluation related to disease prevention and health promotion. Students will have the opportunity to analyze current relevant knowledge, theory, models, and research findings for their relevance to program planning and evaluation. The impact of consumer involvement, and political and social forces on program development and evaluation will be included. 2 hours/week.

NUR1041S

Contemporary Family Theories: Implications for Nursing Research and Practice. Students will review and critique the theoretical perspectives about "the family" that have influenced nursing practice, research and theory development. In addition to traditional perspectives such as Developmental, Systems, and Symbolic Interactionist Theories, Feminist and other Critical Theories will also be examined. The central tenets and underlying assumptions of the theoretical perspectives used to study families will be critiqued in terms of their implications for research, practice and health care policy. 3 hours/week.

NUR1042H

Responses of Children and Families to Acute Illness In Childhood. Acute illness in childhood elicits a wide range of responses from the child and family. These responses vary according to the nature of the stressor/illness, the threat (crisis that the illness poses) and the ability of the child and family to adapt or cope with the illness. The purpose of this course will be: (a) to critically examine responses of the child and

family to acute illness and (b) to analyze potential intervention strategies utilizing existing research and theories of stress, crisis, coping and growth and development. 3 hours/week.

NUR1043S

Theories of Interpersonal Process. Regardless of the clinical setting in which practice occurs, a fundamental aspect of clinical practice is communication. Communication is dependent upon the clinician's ability to establish an effective working relationship with his or her client(s). Clinicians often work with clients to examine treatment options and modify lifestyles. The course will examine some of the major theoretical constructs that influence the interpersonal process. Particular attention will be paid to how an individual develops a sense of self. It will be shown that the sense of self determines how one is with people, how readily one can hear others and change behaviours. These abilities will be examined from both the clinician and the client perspective. In addition, these qualities will be considered in the ability to work effectively with other disciplines. Object relations theory will be the primary theoretical perspective for examination of the interpersonal process although other theoretical perspectives will be considered. 2 hours/week.

NUR1045F

Theories of Pain: Impact on the Individual, Family and Society. Pain is universal and exists across all ages and stages of the life cycle. It is a complex yet elusive phenomenon that has a major impact on the individual, family and society. A variety of theoretical models have been developed for understanding the physiology and psychology of acute and chronic pain and for predicting the effect of a person's pain on the family and society in general. Measurement approaches and treatment

modes influence the delivery of health care and the management of clinical, economic and administrative outcomes. 3 hours/week.

NUR1050S

Coping With Illness. This course will critically examine theoretical and research literature regarding how people cope with acute and chronic illness. Although a number of theories of coping will be examined, the work of Lazarus and his associates will provide the framework for examining the various factors which affect coping. The topics which will be explored in-depth are those which have particular relevance for nurses who are caring for patients and families who are coping with an illness. These include such topics as social support, uncertainty, self-esteem, control, etc. Research which examines how these factors influence coping will form the basis for examining nursing interventions. The course will explore factors which influence a person's ability to cope with acute events, such as surgery or threatening procedures, and chronic situations such as a chronic illness. 3 hours/week.

NUR1051S

Assessment and Management of Common Responses To Illness. This course will critically examine current research findings regarding the efficacy of specific nursing interventions for managing commonly encountered responses to illness. The relevance of the findings for clinical nursing practice will be discussed. The course will focus on such common responses to illness as fatigue and dyspnea. For each topic current knowledge regarding its pathological basis will provide the basis for critically examining current methods of assessment and intervention. The adequacy of various methods of assessment will be critically examined as well as their suitability for use with patients of different ages and different

medical conditions. The research basis for various nursing interventions will be critically examined and directions for future research explored. 2 hours/week.

NUR1052S

Perinatal Nursing Science. This course critiques salient concepts, research studies, and sociocultural forces germane to the science and practice of perinatal nursing. Relevant studies, with an emphasis on randomized controlled trials, concerning the care of the childbearing woman and her fetus/newborn, are critically examined. The underlying premise is that the best available research evidence should guide perinatal nursing practice. Cross-cultural examples will illustrate the impact of cultural norms on both the generation of research questions and the development of different approaches to care for childbearing women. Competing concepts underlying much perinatal research - e.g. normalcy vs. risk, separation vs. integrity, biological vs. psychological vs. sociocultural - will be exposed and debated. 3 hours/week.

NUR1053F

The Clinical Challenges of Caring for Aging Persons: A Conceptual and Research Based Approach. The focus of this course is on the integration and application of concepts and the research literature to clinical nursing practice in the topic areas of gerontological nursing which challenge older persons: compromised mobility, depression, sensory impairment, incontinence and compromised communication. The course utilizes the content methodology through which the conceptual perspective of Enablement guides interpretation of the research literature to develop relevant and research based nursing therapeutics which are applicable in clinical settings. Gaps in the literature and directions for future nursing research are identified. 2 hours/week.

NUR1054S

Theory and Research Considerations in the Care of Persons With Cognitive Impairment. This seminar course will focus on a method of developing substantive content for nursing practice. Based on the students' interests, we will study the phenomenon of cognitive impairment within the context of various clinical situations, such as Alzheimer's disease. The available theory and research literature from across disciplines will be critically appraised and interpreted for content relevant to clinical nursing decision making. Field experience will be provided to test out the specific knowledge developed in the course in relation to nursing assessment and care giving.

3 hours/week.

NUR1055S

Health Promotion And Disease Prevention In Nursing Practice. The focus of this course will be on the aspects of nursing and its practice concerned with health promotion and disease prevention. The course will critically analyze current knowledge, theory and research in the area of health, health promotion and disease prevention to determine their relevance for nursing practice. Strategies and techniques based on current theories and research findings will be examined in terms of their relevance and effectiveness in promoting health and preventing disease. The impact of personal behaviour, the environment, and social policy on health, health promotion and disease prevention will be critically examined. 3 hours/week.

NUR1056F

Designing Longterm Care Environments. The field of longterm care is changing rapidly, driven by cost constraints, increasing numbers of dependent old people and shifting values about what should be provided and where longterm care should

take place. This course will examine a variety of philosophic positions behind models of longterm care including the medical model, the social model and the recreational/leisure model and issues related to quality of life versus quality of care. Research on the needs of people of various ages who cannot function independently will be reviewed as a basis for understanding the types of services they require. The particular needs of the cognitively impaired versus frail or physically disabled adults and children will be explored and appropriate environments examined. Concepts of control, risk, leisure, support, and care will be examined as they relate to longterm care environments. The role of the family caregivers in the contribution to longterm care will be explored from the perspective of a stress and coping paradigm and from a formal worker paradigm. Types of services provided including supportive housing, home care, day care, respite, nursing homes, homes for the aged and chronic hospitals will be critiqued based on the evaluation of research literature. 2 hours/week.

NUR1060S

Management of Nursing Services. This course examines fundamental changes taking place in health care organizations and how to manage nursing systems and personnel within the context of contemporary changes. An uncertain environment, funding constraints, and shifting societal values are contributing to changes in the way health care organizations are designed and managed. This course will examine the context, concepts, management philosophies, and design alternatives guiding these changes. Topics covered include organizational theory, organizational design, organizational change, nursing service design, organizational culture, leadership, and organizational effectiveness,

including total quality management. 3 hours/week.

NUR1061S

Patient Information Systems/Workload Measurement. The purpose of this course is to analyze the development and use of patient information systems in the management of nursing and health care services. The primary focus of this course will be to examine the scientific basis of these systems in light of their use and misuse. Issues associated with costing nursing services, MIS systems for nursing, outcomes measurement and diffusion of technology will be explored. 3 hours/week.

NUR1063H

Assessment and Management of Complex Responses to Illness. The course will critically examine current research findings regarding the efficacy of specific nursing interventions for managing some of the complex responses to illness. The relevance of the findings for clinical nursing practice will be discussed. Among topics included will be ischemia, edema, and altered wound healing, blood clotting and immunocompetence. For each topic, current knowledge regarding its pathophysiological basis will provide the basis for critically examining current methods of assessment and intervention. The adequacy of various methods of assessment will be critically examined, as well as their suitability for use with patients of different ages and different medical conditions. The research basis for various nursing interventions will be critically examined and directions for future research explored. 2 hours/week.

NUR1064F

Behaviour in Health Care Organizations. Three basic skills of the administrator are conceptual, technical and human relations (Katz, 1955). The purpose of this course is

to focus on and apply selected theories to strengthen the human relations skills of the student. It is a companion course to NUR1060 (Management of Nursing Services). Role development will be explored along with group process theories of Luft, Tuckman and Jensen. Herzberg's motivation; the Thomas and Killman conflict model and Styles' collaborative model will be examined in the context of individual and group relationships in nursing and health care, and the impact on organizational effectiveness. 2 hours/week.

NUR1065F

Chronicity in Mental Illness: Critical Appraisal of Theory and Research. The consideration of chronic mental illness cannot be separated from a consideration of the social, political and economic forces that have influenced policies and conditions affecting chronically mentally ill persons. Chronic mental illness has been described as having three defining characteristics: diagnosis, duration and disability. These characteristics, taken together, describe conditions that are severe in nature, causing a high degree of impairment and decreased ability to function; that are persistent, often recurring in an episodic nature; that have profound effects on the family and contacts of the ill person; and that are associated with negative connotations or stigma. For all these reasons, the response of the community, in terms of support and resources, is crucial. This course examines theory and research related to the condition of chronic mental illness and to the treatment approaches being used in this health care situation. 2 hours/week.

NUR1090S

Measuring Nursing Phenomena. This course provides the students with the knowledge and skills for constructing and/or

testing of measures for use in the study of physiological, behavioral, and psychosocial aspects of nursing and other health-related phenomena. The methods and techniques for constructing the measures and testing their reliability and validity are discussed, as well as the advantages and limitations of the methods and techniques. The goal is to critically evaluate the process of measurement in research studies and clinical settings. The course is divided into three sections: defining the research questions and specifying the purpose of the measure, construction and development of the measure, and evaluating its reliability and validity for use in research. 3 hours/week.



CODE OF STUDENT CONDUCT

A. Preface

1. The University of Toronto is a large community of teaching staff, administrative staff and students, involved in teaching, research, learning and other activities. Student members of the University are adherents to a division of the University for the period of their registration in the academic program to which they have been admitted and as such assume the responsibilities that such registration entails.
2. As an academic community, the University governs the activities of its members by standards such as those contained in the Code of Behaviour on Academic Matters, which provides definitions of offences that may be committed by student members and which are deemed to affect the academic integrity of the University's activities.
3. The University sponsors, encourages or tolerates many non-academic activities of its members, both on its campuses and away from them. These activities, although generally separate from the defined requirements of students' academic programs, are a valuable and important part of the life of the University and of its students.
4. The University does not stand in *loco parentis* to its student members, that is, it has no general responsibility for the moral and social behaviour of its students, as if they were its wards. In the exercise of its disciplinary authority and responsibility, the University treats students as free to organize their own personal lives, behaviour and associations subject only to the law and to University regulations that are necessary to protect the integrity and safety of University activities, the peaceful and safe enjoyment of University housing by residents and neighbours, or the freedom of members of the University to participate reasonably in the programs of the University and in activities in or on the University's premises. Strict regulation of such activities by the University of Toronto is otherwise neither necessary nor appropriate.
5. University members are not, as such, immune from the criminal and civil laws of the wider political units to which they belong. Provisions for non-academic discipline should not attempt to shelter students from their civic responsibilities nor add unnecessarily to these responsibilities. Conduct that constitutes a breach of the Criminal Code or other statute, or that would give rise to a civil claim or action, should ordinarily be dealt with by the appropriate criminal or civil court. In cases, however, in which criminal or civil proceedings have not been taken or would not adequately protect the University's interests and responsibilities as defined below, proceedings may be brought under a discipline code of the University, but only in cases where such internal proceedings are appropriate in the circumstances.
6. The University must define standards of student behaviour and make provisions for student discipline with respect to conduct that jeopardizes the good order and proper functioning of the academic and non-academic programs and activities of the University or its divisions, that endangers the health, safety, rights or property of its members or visitors, or that adversely affects the property of the University or bodies related to it, where such conduct is not, for the University's defined purposes, adequately regulated by civil and criminal law.

7. Nothing in this Code shall be construed to prohibit peaceful assemblies and demonstrations, lawful picketing, or to inhibit freedom of speech as defined in the University.

8. In this Code, the word "premises" includes lands, buildings and grounds.

9. In this Code, "student" means a member of the University

- i engaged in any academic work which leads to the recording and/or issue of a mark, grade or statement of performance by the appropriate authority in the University or another institution; and/or
- ii registered in any academic course which entitles the member to the use of a University library, library materials, library resources, computer facility or dataset; and/or
- iii who is a post-doctoral fellow.

10. In the following, the words "University of Toronto" refer to the University of Toronto and include any institutions federated or affiliated with it, where such inclusion has been agreed upon by the University and the federated or affiliated institution, with respect to the premises, facilities, equipment, services, activities, students and other members of the federated or affiliated institution.

NOTE: The University of Toronto has agreed that, when the premises, facilities, equipment, services or activities of the University of Toronto are referred to in this Code, the premises, facilities, equipment, services and activities of the University of St. Michael's College, Trinity College and Victoria University are included.

11. In this Code, where an offence is described as depending on "knowing", the offence shall likewise be deemed to have been committed if the person ought reasonably to have known.

12. This Code is concerned with conduct that the University considers unacceptable. In the case of student members of the University, the procedures and sanctions described herein shall apply. In the case of other members of the University, such conduct is to be dealt with in accordance with the established policy, procedures and agreements that apply to the members.

B. OFFENCES

The following offences constitute conduct that shall be deemed to be offences under this Code, when committed by a student of the University of Toronto, provided that such conduct

- i has not been dealt with as failure to meet standards of professional conduct as required by a college, faculty or school; and
- ii is not specifically assigned to the jurisdiction of the University Tribunal, as in the case of offences described in the Code of Behaviour on Academic Matters, or to another disciplinary body within the University of Toronto, as in the case of sexual harassment as described in the Policy and Procedures: Sexual Harassment; and
- iii except as otherwise provided herein, occurs on premises of the University of Toronto or elsewhere in the course of activities sponsored by the University of Toronto or by any of its divisions.

1. Offences against persons

- a. No person shall assault another person sexually or threaten any other person with sexual assault.
- b. No person shall otherwise assault another person, threaten any other person with bodily harm, or knowingly cause any other person to fear bodily harm.
- c. No person shall knowingly create a condition that unnecessarily endangers the health or safety of other persons.
- d. No person shall threaten any other person with damage to such person's property, or knowingly cause any other person to fear damage to her or his property.
- e. No person shall engage in a course of vexatious conduct

that is directed at one or more specific individuals, and

that is based on the race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, age, marital status, family status, handicap, receipt of public assistance or record of offences of that individual or those individuals, and

that is known to be unwelcome, and

that exceeds the bounds of freedom of expression or academic freedom as these are understood in University policies and accepted practices, including but not restricted to, those explicitly adopted.

NOTE: Terms in this section are to be understood as they are defined or used in the Ontario Human Rights Code.

- f (i) No person shall, by engaging in the conduct described in subsection (ii) below, whether on the premises of the University or away from the premises of the University, cause another person or persons to fear for their safety or the safety of another person known to them while on the premises of the University of Toronto or in the course of activities sponsored by the University of Toronto or by any of its divisions, or cause another person or persons to be impeded in exercising the freedom to participate reasonably in the programs of the University and in activities in or on the University's premises, knowing that their conduct will cause such fear, or recklessly as to whether their conduct causes such fear.
- (ii) The conduct mentioned in subsection (i) consists of
- (a) repeatedly following from place to place the other person or anyone known to them;
 - (b) repeatedly and persistently communicating with, either directly or indirectly, the other person or anyone known to them;
 - (c) besetting or repeatedly watching the dwelling-house, or place where the other person, or anyone known to them, resides, works, carries on business or happens to be; or
 - (d) engaging in threatening conduct directed at the other person or any member of the family, friends or colleagues of the other person.

2. Disruption

No person shall cause by action, threat or otherwise, a disturbance that the member knows obstructs any activity organized by the University of Toronto or by any of its divisions, or the right of another member or members to carry on their legitimate activities, to speak or to associate with others.

For example, peaceful picketing or other activity outside a class or meeting that does not substantially interfere with the communication inside, or impede access to the meeting, is an acceptable expression of dissent. And silent or symbolic protest is not to be considered disruption under this Code. But noise that obstructs the conduct of a meeting or forcible blocking of access to an activity constitutes disruption.

3. Offences involving Property

- a. No person shall knowingly take, destroy or damage premises of the University of Toronto.
- b. No person shall knowingly take, destroy or damage any physical property that is not her or his own.
- c. No person shall knowingly destroy or damage information or intellectual property belonging to the University of Toronto or to any of its members.
- d. No person, in any manner whatsoever, shall knowingly deface the inside or outside of any building of the University of Toronto.
- e. No person, knowing the effects or property to have been appropriated without authorization, shall possess effects or property of the University of Toronto.
- f. No person, knowing the effects or property to have been appropriated without authorization, shall possess any property that is not her or his own.
- g. No person shall knowingly create a condition that unnecessarily endangers or threatens destruction of the property of the University of Toronto or of any of its members.

4. Unauthorized Entry or Presence

No person shall, contrary to the expressed instruction of a person or persons authorized to give such instruction, or with intent to damage or destroy the premises of the University of Toronto or damage, destroy or steal any property on the premises of the University of Toronto that is not her or his own, or without just cause knowingly enter or remain in or on any such premises.

5. Unauthorized use of University facilities, equipment or services

- a. No person shall knowingly use any facility, equipment or service of the University of Toronto contrary to the expressed instruction of a person or persons authorized to give such instruction, or without just cause.
- b. No person shall knowingly gain access to or use any University computing or internal or external communications facility to which legitimate authorization has not been granted. No person shall use any such facility for any commercial, disruptive or unauthorized purpose.

Appropriate uses for University connections to external networks are described, for example, in the policy document " Appropriate Use Policy for the ONet Network".

- c. No person shall knowingly mutilate, misplace, misfile, or render inoperable any stored information such as books, film, data files or programs from a library, computer or other information storage, processing or retrieval system.

6. False charges

No person shall knowingly or maliciously bring a false charge against any member of the University of Toronto under this Code.

7. Aiding in the Commission of an Offence

No person shall counsel, procure, conspire with or aid a person in the commission of an offence defined in this Code.

8. Refusal to comply with sanctions

No person found to have committed an offence under this Code shall refuse to comply with a sanction or sanctions imposed under the procedures of this Code.

9. Unauthorized Possession or Use of Firearms or Ammunition

No Person other than a peace officer or a member of the Canadian Forces acting in the course of duty shall possess or use any firearm or ammunition on the premises of the University of Toronto without permission of the officer of the University having authority to grant such permission.

NOTE: The President of the University or another senior officer designated by the President has been given the authority to grant such permission for the premises of the University of Toronto under the authority of the Governing Council of the University. The President designated the Vice-President - Administration and Human Resources to exercise this authority. Various officers of institutions federated with the University of Toronto have authority to grant such permission with respect to the premises of the federated institutions.

C. **Hearing Procedures**

1. Whenever possible and appropriate, informal resolution and mediation shall be used to resolve issues of individual behaviour before resort is made to formal disciplinary procedures.

2. An Investigating Officer, who may be a student, shall be appointed for a term of up to three years by the principal, dean or director (hereinafter called "head") of each faculty, college or school in which students are registered (hereinafter called "division"), after consultation with the elected student leader or leaders of the division, to investigate complaints made against student members of that division. Investigating Officers shall hold office until their successors are appointed.

3. A Hearing Officer, who may be a student, shall be appointed for a term of up to three years by the council of each division to decide on complaints under this Code made against student members of that division. Hearing Officers shall hold office until their successors are appointed.

4. If the Investigating Officer is, for any reason, unable to conduct an investigation, then the head of the division shall appoint another person as Investigating Officer for the particular case. If the Hearing Officer is, for any reason, unable to chair the hearing of any case, then the senior chair of the University Tribunal shall appoint another person as Hearing Officer for the particular case.

5. Where the head of the division has reason to believe that a non-academic offence as defined in this code may have been committed by a student member or members of the division, the Investigating Officer will conduct an investigation into the case. After having completed the investigation, the Investigating Officer shall report on the investigation to the head of the division. If the head of the division concludes, on the basis of this report, that the student or students may have committed an offence under the Code of Student Conduct, the head of the division shall have the discretion to request that a hearing take place to determine whether the student or students have committed the offence alleged.

6. The hearing will be chaired by the Hearing Officer. The case will be presented by the Investigating Officer, who may be assisted by legal counsel. If the right to a hearing is waived, or after a hearing, the Hearing Officer will rule on whether the student or students have committed the offence alleged and may impose one or more sanctions as listed below. The accused student or students may be assisted and represented by another person, who may be legal counsel.

7. Appeals against decisions of bodies acting under authority from the council of a division to hear cases arising out of residence codes of behaviour may be made to the Hearing Officer of the division, where provision therefor has been made by the council of the division.

8. Appeals against the decision of the Hearing Officer may be made to the Discipline Appeals Board of the Governing Council.

9. Where the head of a division has reason to believe that a non-academic offence may have been committed by a group of students including students from that division and from another division or divisions, the head may consult with the head of the other division or divisions involved and may then agree that some or all of the cases will be investigated jointly by the Investigating Officers of the divisions of the students involved and that some or all of the cases will be heard together by the Hearing Officer of one of the divisions agreed upon by the heads and presented by one of the Investigating Officers agreed upon by the heads.

D. Sanctions

The following sanctions or combinations of them may be imposed upon students found guilty of committing an offence under this Code.

In addition, students found to have committed an offence may be placed on conduct probation for a period not to exceed one year, with the provision that one or more of the following sanctions will be applied if the conduct probation is violated.

1. Formal written reprimand
2. Order for restitution, rectification or the payment of damages
3. A fine or bond for good behaviour not to exceed \$100
4. Requirement of public service work not to exceed 25 hours
5. Denial of access to specified services, activities or facilities of the University for a period of up to one year

The following two sanctions, which would directly affect a student's registration in a program, may be imposed only where it has been determined that the offence committed is of such a serious nature that the student's continued registration threatens the academic function of the University of Toronto or of any of its divisions or the ability of other students to continue their programs of study.

6. Suspension from registration in any course or program of a division or divisions for a period of up to one year
7. Recommendation for expulsion from the University

CODE OF BEHAVIOUR ON ACADEMIC MATTERS

The Governing Council of the University of Toronto has approved a Code of Behaviour on Academic Matters regarding academic discipline applying to students and members of the teaching staff of the University. The full text of the code is available from the Office of the Faculty Secretary. The Code is enforced by the University Disciplinary Tribunal.

Wherever in this Code an offence is described as depending on "knowing", the offence shall likewise be deemed to have been committed if the person ought reasonably to have known.

B. Offences

1. It shall be an offence for a student knowingly:

- (a) to forge or in any other way alter or falsify any document or evidence required for admission to the University, or to utter, circulate or make use of any such forged, altered or falsified document, whether the record be in print or electronic form;
- (b) to use or possess unauthorized aid or aids or obtain unauthorized assistance in any academic examination or term test or in connection with any other form of academic work;
- (c) to personate another person at any academic examination or term test or in connection with any other form of academic work;
- (d) to represent as one's own any idea or expression of an idea or work of another in any academic examination or term test or in connection with any other form of academic work, i.e. to commit plagiarism (for a more detailed account of plagiarism, see Appendix "A");
- (e) to submit for credit, without the knowledge and approval of the instructor to whom it is submitted, any academic work for which credit has previously been obtained or is being sought in another course or program of study in the University or elsewhere;
- (f) to submit any academic work containing a purported statement of fact or reference to a source which has been concocted.

2. It shall be an offence for a faculty member knowingly:

- (a) to approve any of the previously described offences;
- (b) to evaluate an application for admission or transfer to a course or program of study by reference to any criterion that is not academically justified;
- (c) to evaluate academic work by a student by reference to any criterion that does not relate to its merit, to the time within which it is to be submitted or to the manner in which it is to be performed.

3. It shall be an offence for a faculty member and student alike knowingly:

- (a) to forge or in any other way alter or falsify any academic record, or to utter, circulate or make use of any such forged, altered or falsified record, whether the record be in print or electronic form.
- (b) to engage in any form of cheating, academic dishonesty or misconduct, fraud or misrepresentation not herein otherwise described, in order to obtain academic credit or other academic advantage of any kind.

4. A graduate of the University may be charged with any of the above offences committed knowingly while he or she was an active student, when, in the opinion of the Provost, the offence, if detected, would have resulted in a sanction sufficiently severe that the degree would not have been granted at the time that it was.

B.II. Parties to Offences

1. (a) Every member is a party to an offence under the Code who knowingly:

- (i) actually commits it;
- (ii) does or omits to do anything for the purpose of aiding or assisting another member to commit the offence;
- (iii) does or omits to do anything for the purpose of aiding or assisting any other person who, if that person were a member, would have committed the offence;

(iv) abets, counsels, procures or conspires with another member to commit or be a party to an offence; or

(v) abets, counsels, procures or conspires with any other person who, if that person were a member, would have committed or have been a party to the offence.

(b) Every party to an offence under the Code is liable upon admission of the commission thereof, or upon conviction, as the case may be, to the sanctions applicable to that offence.

2. Every member who, having an intent to commit an offence under the Code, does or omits to do anything for the purpose of carrying out that intention (other than mere preparation to commit the offence) is guilty of an attempt to commit the offence and liable upon conviction to the same sanctions as if he or she had committed the offence.

3. When a group is found guilty of an offence under the Code, every officer, director or agent of the group, being a member of the University, who directed, authorized or participated in the commission of the offence is a party to and guilty of the offence and is liable upon conviction to the sanctions provided for the offence.

C.I.(a) Divisional Procedures

NOTE: Where a student commits an offence, the faculty in which the student is registered has responsibility over the student in the matter. In the case of Scarborough and Erindale colleges, the college is deemed to be the faculty.

1. No hearing within the meaning of Section 2 of the Statutory Powers Procedure Act is required for the purposes of, or in connection with, any of the discussions, meetings and determinations referred to in Section C.I.(a), and such discussions, meetings and determinations are not proceedings of the Tribunal.

2. Where an instructor has reasonable grounds to believe that an academic offence has been committed by a student, the instructor shall so inform the student immediately after learning of the act or conduct complained of, giving reasons, and invite the student to discuss the matter. Nothing the student says in such a discussion may be used or receivable in evidence against the student.

3. If after such discussion, the instructor is satisfied that no academic offence has been committed, he or she shall so inform the student and no further action shall be taken in the matter by the instructor, unless fresh evidence comes to the attention of the instructor, in which case he or she may again proceed in accordance with subsection 2.

4. If after such discussion, the instructor believes that an academic offence has been committed by the student, or if the student fails or neglects to respond to the invitation for discussion, the instructor shall make a report of the matter to the department chair or through the department chair to the dean. (See also Section C.I.(b) 1.)

5. When the dean or the department chair, as the case may be, has been so informed, he or she shall notify the student in writing accordingly, provide him or her with a copy of the Code and

- subsequently afford the student an opportunity for discussion of the matter. In the case of the dean being informed, the chair of the department and the instructor shall be invited by the dean to be present at the meeting with the student. The dean shall conduct the interview.
6. Before proceeding with the meeting, the dean shall inform the student that he or she is entitled to seek advice, or to be accompanied by counsel at the meeting, before making, and is not obliged to make, any statement or admission, but shall warn that if he or she makes any statement or admission in the meeting, it may be used or receivable in evidence against the student in the hearing of any charge with respect to the offence or alleged offence in question. The dean shall also advise the student, without further comment or discussion, of the sanctions that may be imposed under Section C.I.(b), and that the dean is not obliged to impose a sanction but may instead request that the Provost lay a charge against the student. Where such advice and warning have been given, the statements and admissions, if any, made in such a meeting may be used or received in evidence against the student in any such hearing.
7. If the dean, on the advice of the department chair and the instructor, or if the department chair, on advice of the instructor, subsequently decides that no academic offence has been committed and that no further action in the matter is required, the student shall be so informed in writing and the student's work shall be accepted for normal evaluation or, if the student was prevented from withdrawing from the course by the withdrawal date, he or she shall be allowed to do so. Thereafter, the matter shall not be introduced into evidence at a Tribunal hearing for another offence.
8. If the student(s) admits the alleged offence, the dean or the department chair may either impose the sanction that he or she considers appropriate under Section C.I.(b) or refer the matter to the Provost, as the case may be, and in either event shall inform the student in writing accordingly. No further action in the matter shall be taken by the instructor, the department chair or the dean if the dean imposes a sanction.
9. If the student is dissatisfied with a sanction imposed by the department chair or the dean, as the case may be, the student may refer the matter to the dean or Provost, as the case may be, for consideration.
10. If the student does not admit the alleged offence, the dean may, after consultation with the instructor and the department chair, request that the Provost lay a charge against the student. If the Provost agrees to lay a charge, the case shall then proceed to the Trial Division of the Tribunal.
11. Normally, decanal procedures will not be examined in a hearing before the Tribunal. A failure to carry out the procedures referred to in this section, or any defect or irregularity in such procedures, shall not invalidate any subsequent proceedings of or before the Tribunal, unless the chair of the hearing considers that such failure, defect or irregularity resulted in a substantial wrong, detriment or prejudice to the accused. The chair will determine at the opening of the hearing whether there is going to be any objection due to defect, failure or irregularity.
12. No degree, diploma or certificate of the University shall be conferred or awarded, nor shall a student be allowed to withdraw from a course from the time of the alleged offence until the final

disposition of the accusation. However, a student shall be permitted to use University facilities while a decision is pending, unless there are valid reasons for the dean to bar him or her from a facility. When or at any time after an accusation has been reported to the dean, he or she may cause a notation to be recorded on the student's academic record and transcript, until the final disposition of the accusation, to indicate that the standing in a course and/or the student's academic status is under review. A student upon whom a sanction has been imposed by the dean or the department chair under Section C.I.(b) or who has been convicted by the Tribunal shall not be allowed to withdraw from a course so as to avoid the sanction imposed.

13. A record of cases disposed of under Section C.I.(a) and of the sanctions imposed shall be kept in the academic unit concerned and may be referred to by the dean in connection with a decision to prosecute, or by the prosecution in making representations as to the sanction or sanctions to be imposed by the Tribunal, for any subsequent offence committed by the student. Information on such cases shall be available to other academic units upon request and such cases shall be reported by the dean to the Secretary of the Tribunal for use in the Provost's annual report to the Academic Board. The dean may contact the Secretary of the Tribunal for advice or for information on cases disposed of under Section C.II. hereof.

14. Where a proctor or invigilator, who is not a faculty member, has reason to believe that an academic offence has been committed by a student at an examination or test, the proctor or invigilator shall so inform the student's dean or department chair, as the case may be, who shall proceed as if he or she were an instructor, by analogy to the other provisions of this section.

15. In the case of alleged offences not covered by the procedures above and not involving the submission of academic work, such as those concerning forgery or uttering, and in cases involving cancellation, recall or suspension of a degree, diploma or certificate, the procedure shall be regulated by analogy to the other procedures of this section.

C.I.(b) Divisional Sanctions

1. In an assignment worth 10 percent or less of the final grade, the department chair may handle the matter if:

i) the student admits guilt; and

ii) the assignment of a penalty is limited to at most a mark of zero for the piece of work.

If the student does not admit guilt, or if the department chair chooses, the matter shall be brought before the dean.

2. One or more of the following sanctions may be imposed by the dean where a student admits to the commission of an alleged offence:

(i) an oral and/or written reprimand;

(ii) an oral and/or written reprimand and, with the permission of the instructor, the resubmission of the piece of academic work, in respect of which the offence was committed for evaluation. Such a sanction shall be imposed only for minor offences and where the student has committed no previous offence;

(iii) assignment of a grade of zero or a failure for the piece of academic work in respect of which the offence was committed;

- (iv) assignment of a penalty in the form of a reduction of the final grade in the course in respect of which the offence was committed;
- (v) denial of privileges to use any facility of the University, including library and computer facilities;
- (vi) a monetary fine to cover the costs of replacing damaged property or misused supplies in respect of which the offence was committed;
- (vii) assignment of a grade of zero or a failure for the course in respect of which the offence was committed;
- (vi) suspension from attendance in a course or courses, a program, an academic division or unit, or the University for a period of not more than twelve months. Where a student has not completed a course or courses in respect of which an offence has not been committed, withdrawal from the course or courses without academic penalty shall be allowed.

3. The dean shall have the power to record any sanction imposed on the student's academic record and transcript for such length of time as he or she considers appropriate. However, the sanctions of suspension or a notation specifying academic misconduct as the reason for a grade of zero for a course shall normally be recorded for a period of five years.

4. The Provost shall, from time to time, indicate appropriate sanctions for certain offences. These guidelines shall be sent for information to the Academic Board and attached to the Code as Appendix "C".

C.II.(b) Tribunal Sanctions

1. One or more of the following sanctions may be imposed by the Tribunal upon the conviction of any student:

- (i) an oral and/or written reprimand;
- (ii) an oral and/or written reprimand and, with the permission of the instructor, the resubmission of the piece of academic work in respect of which the offence was committed, for evaluation. Such a sanction shall be imposed only for minor offences and where the student has committed no previous offence;
- (c) assignment of a grade of zero or a failure for the piece of academic work in respect of which the offence was committed;
- (d) assignment of a penalty in the form of a reduction of the final grade in the course in respect of which the offence was committed;
- (e) denial of privileges to use any facility of the University, including library and computer facilities;
- (f) a monetary fine to cover the costs of replacing damaged property or misused supplies in respect of which the offence was committed;
- (g) assignment of a grade of zero or a failure for any completed or uncompleted course or courses in respect of which any offence was committed;
- (h) suspension from attendance in a course or courses, a program, an academic unit or division, or the University for such a period of time up to five years as may be determined by the Tribunal. Where a student has not completed a course or courses in respect of which an offence has not been committed, withdrawal from the course or courses without academic penalty shall be allowed;

(i) recommendation of expulsion from the University. The Tribunal has power only to recommend that such a penalty be imposed. In any such case, the recommendation shall be made by the Tribunal to the President for a recommendation by him or her to the Governing Council. Expulsion shall mean that the student shall be denied any further registration at the University in any program, and his or her academic record and transcript shall record this sanction permanently. Where a student has not completed a course or courses in respect of which an offence has not been committed, withdrawal from the course or courses without academic penalty shall be allowed. If a recommendation for expulsion is not adopted, the Governing Council shall have the power to impose such lesser penalty as it sees fit.

(j) (i) recommendation to the Governing Council for cancellation, recall or suspension of one or more degrees, diplomas and certificates obtained by any graduate; or

(ii) cancellation of academic standing or academic credits obtained by any former student

who, while enrolled, committed any offence which if detected before the granting of the degree, diploma, certificate, standing or credits would, in the judgement of the Tribunal, have resulted in a conviction and the application of a sanction sufficiently severe that the degree, diploma, certificate, standing, credits or marks would not have been granted.

2. The hearing panel shall have the power to order that any sanction imposed by the Tribunal be recorded on the student's academic record and transcript for such length of time as the jury considers appropriate.

3. The Tribunal may, if it considers appropriate, report any case to the Provost who may publish a notice of the decision of the Tribunal and the sanction or sanctions imposed in the University newspapers, with the name of the student withheld.

ACCESS TO STUDENT ACADEMIC RECORDS

In March, 1995 the Governing Council of the University of Toronto approved a Policy on Access to Information and Protection of Privacy. A copy of the policy is available from the Office of the Faculty Secretary.

The following is an implementation of the Policy on Access to Student Academic Records approved by the Governing Council of the University of Toronto, the full text of which is available from the Admissions Officer and the Graduate Student Affairs Secretary, Faculty of Nursing.

In keeping with the policy, the student academic record shall contain:

- (a) personal information which is required in the administration of official student academic records such as name, student number, citizenship, social insurance number.
- (b) registration and enrolment information;
- (c) results for each course and academic period;
- (d) narrative evaluations of a student's academic performance subsequent to his or her admission, used to judge his or her progress through an academic program;
- (e) basis for a student's admission such as the application for admission and supporting documents;
- (f) results of any petitions and appeals filed by a student;

- (g) medical information relevant to a student's academic performance which has been furnished at the request or with the consent of the student concerned;
- (h) letters of reference which may or may not have been provided on the understanding that they shall be maintained in confidence;
- (i) personal and biographical information such as address and telephone number.

Students wishing to examine their academic records may:

- (a) apply in writing to the Admissions Officer/Graduate Students Affairs Secretary;
- (b) receive an appointment with the Admissions Officer/Graduate Students Affairs Secretary within two weeks of the application;
- (c) examine, in the presence of the Admissions Officer/Graduate Administrative Officer or designate, the content of their academic record, with the exception of those portions of the record which comprise letters of reference which have been provided on the understanding that they shall be maintained in confidence. During such examination, the records shall remain in the Office of the Admissions Officer/Graduate Administrative Officer and no documents shall be removed.
- (d) a copy of any document, with the exception of those letters of reference which have been provided on the understanding that they shall be maintained in confidence, will be provided upon the student's request.

SCHOLARSHIPS AND FINANCIAL ASSISTANCE

Student Assistance Program

Government assistance is available to students with financial need who are Canadian citizens or permanent residents. Ontario residents are considered for both federal and provincial interest-free student loans from the Ontario Student Assistance Program (OSAP). Repayment does not begin until six months after the student graduates or leaves school. The Loan Forgiveness Program provides partial forgiveness of loans at graduation for students who have incurred large debt loads.

Information concerning the eligibility and assessment criteria may be obtained from Admissions and Awards, 214 College Street, University of Toronto (416) 978-2190. Application forms are available from the Faculty and Admissions and Awards. It is recommended that returning students apply for assistance by May 31 and that new students apply by June 30.

Students from other Canadian provinces should apply through their provincial financial aid authority. Admissions and Awards can provide addresses, and in many cases, application forms.

Aboriginal Student Services and Program Bursary

The Office of Aboriginal Student Services and Programs has a special bursary fund for aboriginal students in Nursing. Please direct your enquiries to: AHPP, University of Toronto, 563 Spadina Avenue, 3rd Floor, Toronto, Ontario, M5S 1A8, 978-8227.

Ontario Work-Study Plan

This program is funded by the University and the Ministry of Education and Training, and provides on-campus, part-time employment to students with financial need in second year or higher. Information and applications are available from Admissions and Awards.

Bursary for Students with Disabilities

Non-repayable assistance of up to \$5000 is available from the federal and provincial governments for full-time and part-time OSAP recipients who have special educational expenses as a result of a disability. Information and applications are available from Admissions and Awards.

Ontario Child Care Bursary

This OSAP bursary assists married and sole-support parents with the costs of unsubsidized child care. Applicants must have qualified for OSAP and can be enrolled in either full-time or part-time studies. Information and applications are available from Admissions and Awards.

Part-time Students

Part-time students may also apply for OSAP assistance. However, the following programs may be of greater benefit in certain situations.

The Federal Government has established a loan program for part-time students. Unlike OSAP loans, part-time Canada Student Loans are repayable beginning 30 days after the loan is received.

The Ontario Special Bursary Plan provides assistance to part-time students in serious financial need. Bursaries cover direct educational expenses such as tuition, books, and transportation.

Further information and application forms may be obtained from Admission and Awards.

ADMISSION SCHOLARSHIPS

Undergraduate Program

The University of Toronto seeks to recognize the most outstanding first-year admission applicants by awarding **University of Toronto Scholars**. These scholarships, valued at \$3000.00 may be held in any program of study at the University. This scholarship is not renewable.

The following scholarships and bursaries are tenable only in the Undergraduate Program of the Faculty of Nursing:

Manuel and Anne Belle Pusitz Admission Scholarships.

From interest on the bequest of Dr. Manuel E. Pusitz. Awarded to two students entering Year I of the Undergraduate Program for outstanding academic performance in the Ontario Secondary School courses prescribed for admission to the Faculty. Value: approximately \$1000 each.

Kathleen Russell Admission Scholarship

Bequest of Miss Elsie Watt, awarded to a student entering Year I of the Undergraduate Program for outstanding academic performance in the Ontario Secondary School courses prescribed for admission to the Faculty. Value: interest on a capital sum, approximately \$1500.

Barbara Cody Admission Scholarship,

M. Jean Wilson Admission Scholarship

From the Governing Council of the University of Toronto. Awarded to two students entering Year I directly from secondary school who have obtained a Grade XIII (or equivalent) average of at least 85%. Value of each award: \$1,000

Alumni Association Scholarship for Registered Nurses

The Faculty of Nursing Alumni Association offers an admission scholarship to a graduate of a diploma nursing program who is transferring from part-time to full-time study. Selection is based on leadership potential as well as involvement in activities and organizations related to nursing. Applications are available from the Faculty Secretary, Faculty of Nursing. Value of award: \$1,000.

IN-COURSE AWARDS AND LOANS

Undergraduate Program

1. Faculty of Nursing Incourse Scholarships

(a) In order to compete for the following five in-course scholarships, a student must carry a regular course program load, as described on page 15, 16 or 18 during the winter session:

Alice Girard Prize

Awarded in the final year to a registered nurse who is registered as a full-time student. Consideration will be given to both academic performance and demonstrated ability in the nursing field. From interest on a capital sum.

Nora J. Greenslade Prize

Awarded to a student with outstanding achievement in the final year who has demonstrated the pursuit of excellence in both academic and clinical areas. From interest on a capital sum.

Julia Alice Saddington Memorial Scholarship

Awarded to a full time student entering Year IV who has high academic achievement in courses related to community health nursing, who has demonstrated strong community practice skills and who has strong interest in pursuing community health nursing. Funded from an annuity.

M.J. Wilson Scholarship

From interest on a capital sum. Awarded to a Year II and Year IV student with the highest academic standing who is taking a regular course load.

(b) Both regular and irregular program students may compete for the following scholarships. To be eligible for consideration, irregular program students must be enrolled in a nursing science course (NUR100Y or NUR200Y or NUR300A/B and NUR301A/B).

Bloorview Childrens Hospital Foundation Undergraduate Award

Awarded to a student in the final year of the Bachelor of Science in Nursing Program who has an interest in working with physically disabled children/young people in long-term care in Canada. Completed applications must be submitted to the Faculty Secretary, Faculty of Nursing, by the end of September of the applicant's fourth year. Value: \$800

Nancy Coles Blackburn Memorial Scholarship

From interest on a capital sum. Awarded to a graduate of the B.Sc.N. Program who has ranked in the upper half of the Year IV class but not necessarily have carried a full courseload, and has demonstrated excellence in Community Health Nursing. Completed applications must be submitted to the Faculty Secretary, Faculty of Nursing, by mid-March. From interest on a capital sum.

Florence Emory Prize

From interest on the bequest of Athol L. Cherry. Awarded for highest academic performance in Year III. Value: \$300.

Mildred Claire Pratt Undergraduate Nursing Scholarship

Awarded to a student who has completed Year III of the B.Sc.N. Programme and is “In Good Standing” and has an aptitude for listening as evidenced by demonstration of deeply attuned listening skills and attentative listening to clients and colleagues. Completed applications must be submitted to the Faculty Secretary, Faculty of Nursing by May 1st. From interest on a capital sum.

Kathleen Russell Scholarship

Bequest of Miss Elsie Watt. Awarded for highest academic performance in Year I and Year III. From interest on a capital sum.

Manuel and Anne Belle Pusitz Incourse Scholarships

From interest on the bequest of Dr. Manuel E. Pusitz. The value of this scholarship varies from one year to the next. Approximately eight awards will be available.

Edwin Chau Memorial Scholarship

From a donation from the estate of the late Edwin Chau, at the request of his daughter, Dr. Grace Bradley. This scholarship is awarded to a student in the graduating year who is committed to the care of patients of any age who are suffering from a debilitating chronic illness. Applications must be submitted by mid-February of Year IV to the Faculty Secretary. From interest on a capital sum.

Queen Elizabeth II Toronto Sesquicentennial Scholarship in Public Health Nursing

Established by the City of Toronto Council to commemorate the 1984 visit of Her Majesty Queen Elizabeth II to Toronto. Awarded to the Year IV student deemed most likely to contribute to Public Health Nursing and most deserving of such assistance. Candidates must rank in the upper half of their Year III class and have carried a minimum credit course load of NUR300A/B and/or NUR301A/B during the winter session. Preference will be given to candidates who are proficient in a language besides English and whose intent is to work with multicultural families.

Completed applications must be submitted to the Faculty Secretary, Faculty of Nursing, by the end of September. Students are advised to obtain the application forms by mid-March of Year II. Value: \$5,000.

2. Other Incourse Awards

Frances Jeckell Crozier Award

Presented to a member of the graduating class who, in the opinion of Faculty members and peers, combines a rich blend of scholastic competence, involvement in the activities of Faculty and a concern for people. This award has no monetary value.

The Jacqueline Fenwick Bursary Fund

This fund provides financial assistance to students demonstrating financial need, registered in the B.Sc.N. program. Apply through the Faculty Secretary, Faculty of Nursing.

Ada Flaxman Loan Fund

Bequest of Dr. Claire Clausen in memory of his wife, Ada Flaxman, a graduate of the Toronto General Hospital School of Nursing. Loans are available to students in all years of the Undergraduate Program who demonstrate financial need. Apply through the Faculty Secretary, Faculty of Nursing.

Kellogg Loan Fund

Short-term loans are available to students in the two final years of the Undergraduate Program who demonstrate financial need. Apply through the Faculty Secretary, Faculty of Nursing.

Faculty of Nursing Alumni Bursaries

Available to students demonstrating financial need, registered in the Faculty of Nursing in a full-time program. Application may be made at any time during the winter session through the Faculty Secretary, Faculty of Nursing.

James H. Rattray Memorial Bursaries

Awarded to students registered in the Faculty of Nursing, on the basis of financial need. Application may be made through the Faculty Secretary, Faculty of Nursing. Value: \$200.

University of Toronto Bursaries

Bursaries with a maximum value of \$1000 are awarded on the basis of need to students who encounter financial difficulties during the school year. Application forms are available from the Faculty Secretary, Faculty of Nursing.

Tzu-Chi Foundation Bursaries

Ten awards of \$1000 each or awards of varying value to a total of \$10,000 are awarded to students with a minimum standing of 'C', on the basis of financial need, who are Canadian citizens or permanent residents, and who are active in the community or charitable organization.

***University of Toronto Alumni Loan Fund**

An emergency loan fund available to full-time undergraduate students in their second and subsequent years, and to graduate students. Apply to Alumni House, 21 King's College Circle, Toronto, Ontario M5S 1A1.

Johnson and Johnson Nursing Leadership Award

Awarded annually to a graduating member of the Canadian Nursing Students Association who has made an outstanding contribution to the advancement of the nursing profession. Selection will be made on the basis of leadership qualities and dedication to nursing shown by the candidate while he/she is a member of CNSA. Applications are available through the CNSA delegate, and must be submitted to the CNSA vice-president by early November of Year IV. Value: Monetary Award.

RNAO Permanent Education Fund Loans

Each year five loans are available from the RNAO to basic students who have been a member for a minimum of one year prior to application. Applications are available from the RNAO Services and Benefits Coordinator, (416) 923-3523 or 1-800-268-7199.

FOR REGISTERED NURSES ONLY

Joint Scholarship Program for Registered Nurses

The Faculty of Nursing, University of Toronto and a number of its affiliated clinical agencies are offering joint scholarships to Registered Nurses interested in pursuing a Bachelor of Science in Nursing. Scholarships, to cover the cost of tuition, will be available to those nominated by the nursing departments or administration at their place of employment.

The number of scholarships is limited. Students will be responsible for all incidental fees incurred during the programme.

Application forms are available from the nursing departments of the participating agencies. Clinical agencies are responsible for nomination of the candidates and submitting their decision in writing to the Admissions Officer and Faculty Secretary, Faculty of Nursing.

***Canadian Nurses Foundation Awards**

The CNF study awards are valued between \$1,000 and \$6,000. Awards are made for all levels of post graduate education and are available to registered nurses who are a member of the Canadian Nurses Foundation and Canadian Nurses Association, and who are students in a baccalaureate program in Nursing or a Masters or Doctoral degree program. Book awards are also available. Awards are based on excellence, and consideration will be given to: intellectual ability, proficiency in nursing, involvement in professional and community associations, potential for distinguished achievement in nursing, professional career plans and potential for success in the program selected. Application forms are available after November 1, and must be postmarked by April 15. There is a non-refundable \$40 application fee.

Small Research Grants, up to \$2,500 are also available as "seed money" for pilot studies, evaluation projects and facilitation grants. The competition commences January 1 and ends July 31 of each year.

For further information, write: Administrator, Canadian Nurses Foundation, 50 The Driveway, Ottawa, Ontario K2P 1E2.

***Registered Nurses Association of Ontario (RNAO) Foundation**

The RNAO Foundation offers to RNAO members and Student Associate members scholarships for Basic, Post-Basic, and Graduate levels of nursing education. For details of Scholarships refer to the Annual RNAO Education Guide or contact: RNAO Foundation, Scholarship Committee, 33 Price Street, Toronto, Ontario M4W 1Z2 (416)923-3523 or fax (416)923-4494.

***Florence J. Potts/Anne Blair Shuttleworth Bursaries**

Awarded to a registered nurse, with a minimum of one year's nursing experience, for full-time university study at the undergraduate or Master's level. Preference will be given to members of H.S.C. Nursing Alumnae Association. Where there are no Alumnae applicants, consideration will be given to applicants currently on staff at H.S.C.

Apply to the Alumnae Association, School of Nursing, The Hospital for Sick Children, c/o Mrs. Elizabeth Walker, 89 Elizabeth Street South, Brampton, L6R 1R3. Deadline for application is May 1.

***The Royal Victoria Hospital School of Nursing Alumnae Association Bursary, The Jean Allison Memorial Bursary, The Marion Copp Memorial Bursary**

Available to graduates of the Royal Victoria Hospital School of Nursing, accepted in an approved university program. Apply before March 31 to: Alumnae Office, Room H455, 687 Pine Avenue W., Royal Victoria Hospital, Montreal, Quebec H3A 1A1. Value: \$1,500 each.

***RNAO Permanent Education Fund**

This special program provides assistance to registered nurses who want to further their education at or beyond the baccalaureate (degree) level, full-time only. Contact: Administrative Assistant, Member Programs Dept., RNAO, 33 Price Street, Toronto, Ontario, M4W 1Z2. Phone: 923-3523 or toll free, 1-800-268-7199. Value: up to \$2,000

Saint Elizabeth Visiting Nurses' Association of Ontario Bursaries

Saint Elizabeth Visiting Nurses' Association Bursaries are awarded to registered nurses entering the final year of the B.Sc.N. program. Employment commitment. Apply to the Director of Nursing Service, 10 Gateway Boulevard, Suite 650, Don Mills, Ontario. M3C 3A1.

Sunnybrook Volunteer Association Bursary

Bursaries are available for study in nursing programs. Open to nursing staff at Sunnybrook Medical Centre. The applicant must demonstrate clinical/leadership potential and plan to spend one year on staff at Sunnybrook Medical Centre for each year a bursary is received. Bursaries are donated by the Sunnybrook Medical Centre Volunteer Association, the W.P. Scott Foundation and SMC's participation in U of T Joint Bursary Program. Applications are available from the Department of Nursing Staff Education, Sunnybrook Medical Centre, Toronto, M4N 3M5.

***St. John Ambulance Bursaries**

Bursaries from the St. John Ambulance (Margaret MacLaren Memorial Fund) will be awarded, for full-time study in Canada, to student nurse applicants entering diploma programs or advancing their nursing education in Baccalaureate programs. Bursaries from this fund may also be awarded to experienced Registered Nurses for study at the Master's level in the field of Community Nursing or equivalent. Preference will be given to qualified applicants who are volunteers with St. John Ambulance. Application forms should be obtained by the individual applicants by writing to the Provincial Council of St. John Ambulance in their province of residence. Requests for these forms must be made after January 1st of each year. Completed application forms should be returned to the appropriate Provincial Council of St. John Ambulance not later than March 1st of each year.

Victorian Order of Nurses for Canada Awards

Awards of up to \$3,500 may be awarded to registered nurses enrolled at a Canadian university in the final year of a basic or post-basic degree program related to a health service(s) or an administrative occupation. Negotiated position with VON required to qualify. For information, write to Susan Biggs, Director, Human Resources, V.O.N. for Canada, 5 Blackburn Avenue, Ottawa, Ontario K1N 8A2.

White Sister Apparel Inc. Jules Stucken/RNAO Scholarship in Baccalaureate Nursing

This program is available to an RNAO member studying at the Baccalaureate level and is awarded at the RNAO Annual Meeting. The amount of the Scholarship is \$2000. For details contact: Administrative Assistant, Member Programs Dept., RNAO, 33 Price Street, Toronto, Ontario, M4W 1Z2. Phone 923-3523 or toll free 1-800-268-7199.

*Bursaries and loans marked with an asterisk are also available to graduate students. For further information, on awards or fellowships available to graduate study, please consult the School of Graduate Studies Calendar.

Graduate Program

Bloorview Childrens Hospital Foundation Graduate Award

An annual award of \$1500 is offered to a student who: (1) is entering the second year of a Master's program, and (2) has a clinical interest in chronically ill and/or physically disabled children. Applications must be submitted by March 31 to the Chair of the Awards Committee, c/o Graduate Department of Nursing Science.

Canadian Nurses' Respiratory Society Fellowships and Research Grants

For full-time Master's or Doctoral study in the clinical speciality of respiratory nursing in an approved program. Applicants must be CNRS members. Application must be submitted to the Canadian Lung Association, 1900 City Park Drive, Suite 508, Gloucester, Ontario K1J 1A3 by November 1.

****Dean's Society Graduate Fellowship**

An annual award of \$5000 offered each year. Recipient must be registered for full-time study with high academic achievement. Preference may be given to a second year student. No formal application necessary.

Faculty of Nursing Alumni Graduate Emergency Bursary

Awarded on the basis of academic performance and financial need to a student registered in the Graduate Department of Nursing Science, University of Toronto. Applications are made to the Chair of the Awards Committee, c/o Graduate Department of Nursing Science. Value: up to \$500.

****Florence Emory Fellowship**

Award of \$3,500 is offered by the Faculty of Nursing Alumni Association to a student who has been accepted for full-time registration in the Master's program who intends to work in nursing following graduation and who is in financial need. Apply not later than March 31 to the Chair of the Awards Committee, c/o Graduate Department of Nursing Science.

****Heart and Stroke Foundation of Ontario**

Three fellowships of \$3,000 are offered to nurses who have been accepted for full-time registration in a graduate program leading to a Master's degree. Candidates must have a serious intention to practise cardiovascular nursing in Ontario following graduation. Applications must be submitted by March 31 to the Chair of the Awards Committee, c/o Graduate Department of Nursing Science.

Heart and Stroke Foundation of Canada Nursing Research Fellowship

For nurses undertaking research in the cardiovascular or cerebrovascular fields leading to a Master's or Doctoral degree. Applications should be made to 160 George Street, Suite 200, Ottawa, Ontario K1N 9M2. (613) 241-4361 or Fax (613) 241-3278.

****Helen Carpenter Award**

This is an entrance award of \$5,000 offered by the Faculty of Nursing Alumni Association to one full time incoming doctoral student in the Graduate Department of Nursing Science on the basis of academic merit. Application is not required.

****Kathleen Arpin Award**

This is an entrance award of approximately \$2,500 offered to one full-time incoming doctoral student in the Graduate Department of Nursing Science on the basis of academic merit. Application is not required.

****Kathleen King Award**

This is an entrance award of \$5,000 offered by the Faculty of Nursing Alumni Association to one full time incoming doctoral student in the Graduate Department of Nursing Science on the basis of academic merit. Application is not required.

****Manuel and Anne Belle Pusitz Graduate Scholarship**

Competition for this scholarship is open to students who: (1) demonstrate financial need; (2) have demonstrated successful achievement in the first year of the Master's program; (3) are enrolling in the second year of the program for full-time study. Preference may be given to an international student. The value is dependent upon income from the trust. Approximate value: \$3,000. Apply not later than March 31 to the Chair of the Awards Committee, c/o Graduate Department of Nursing Science.

Maurice Legault Fellowship in Clinical Cancer Nursing

Awards are offered by the Canadian Cancer Society to assist nurses to gain the special skills necessary in caring for cancer patients and to encourage nurses to pursue a career in oncological nursing. For information and application forms, write to the Canadian Cancer Society, National Office, 10 Alcorn Ave., Suite 200, Toronto, M4V 3B1.

****May Yoshida Scholarship**

This scholarship is to be awarded to a full time incoming doctoral student in the Graduate Department of Nursing Science on the basis of academic merit and a strong interest in transcultural studies. Application is not required. Value: Variable.

****Mildred Claire Pratt Graduate Nursing Fellowship**

This fellowship is to be awarded to a Master's student who has completed one year full-time study in the area of palliative care and exemplifies the qualities of compassion and efficiency. The amount varies because it is dependent on annual income. This will be awarded first time in the academic year 1996/97. Apply by March 31 to the Chair of the Awards Committee, c/o Graduate Department of Nursing Science.

****Ontario Graduate Scholarship (OGS)**

The Government of the Province of Ontario offers a number of Graduate Scholarships. Applicants must have a high level of academic achievement with first-class standing. Applications and related required documents must be submitted in the early fall for the subsequent academic year. Further information may be obtained from the Chair of the Awards Committee, c/o Graduate Department of Nursing Science.

Ontario Ministry of Health

Awards are available to Master's and Doctoral degree candidates for research training in clinical or community health areas. For information and application form, write to Supervisor, Grants Administration, Policy Development and Research Branch, Ministry of Health, Hepburn Block, 8th Floor, Queen's Park, Toronto, Ontario, M7A 1R3. Application deadline is January 15.

Ontario Nursing Home Association Fellowship

An award of \$750 is offered annually to a nurse registered full-time in a Master's Degree Program. Candidates must have a serious intention of practising in the area of gerontological nursing in Ontario following graduation. Preference will be given to applicants who intend to work with institutionalized elderly. Apply by March 31 to the Chair of the Awards Committee, c/o Graduate Department of Nursing Science.

Quality of Nursing Worklife Research Unit (U of T) Studentship

This scholarship aims at fostering interest in research about the quality of worklife of nurses. It also provides an opportunity for research training and skill development. Two studentships of \$5,250 are open to RNs enrolled in a graduate program and one studentship of \$5,250 is open to any graduate student meeting the requirements. Contact: Research Coordinator, Quality of Nursing Worklife Research Unit, Faculty of Nursing, University of Toronto, 50 St. George Street, Toronto, M5S 3H4 for application. Application deadline is April 1st.

Registered Nurses Association of Ontario (RNAO) Foundation

The RNAO Foundation offers to RNAO members and Student Associate members scholarships for Basic, Post-Basic, and Graduate levels of nursing education. For details of Scholarships refer to the Annual RNAO Education Guide or contact: RNAO Foundation, Scholarship Committee, 33 Price Street, Toronto, Ontario M4W 1Z2 (416)923-3523 or fax (416)923-4494.

The National Health Research and Development Program (NHRDP)

The program provides support for the training and career development of health researchers. For further information, write to Extramural Research Programs Directorate, Health Services and Promotion Branch, Health and Welfare Canada, Ottawa, Ontario K1A 1B4.

****University of Toronto Open Graduate Fellowships**

Available to full-time Master's and Doctoral degree students with B+ academic standing in each of their last two years of study. Awards are made on the basis of academic merit. No formal application is necessary.

White Sister Apparel Inc., Murray Rossman/RNAO Scholarship: Graduate Level

This Scholarship is available to an RNAO member studying at the Master's or Doctoral level and is awarded at the RNAO Annual Meeting. For details contact: Administrative Assistant, Member Programs Dept., RNAO, 33 Price Street, Toronto, Ontario M4W 1Z2. Phone 923-3523 or toll-free 1-800-268-7199, fax (416) 923-4494.

Note: Some funding sources place limits on the total amount of money a graduate student may receive. The total value received from all sources by a student is considered when granting

awards in order to achieve as equitable a distribution of these as possible among eligible candidates.

**** Fellowships and scholarships described on pages 88 - 91 and marked with a double asterisk are administered through the School of Graduate Studies and therefore have the additional eligibility requirement of a B+ average in the applicant's last two years of study.**

HOUSING INFORMATION

Most of the University's students live at home in Toronto. The balance are divided equally between those who reside in a student residence and those who locate off-campus accommodation about thirty to forty-five minutes travel time from classes. The University of Toronto Housing Service in the Koffler Student Services Centre serves as a year-round source of up-to-date residence information as well as other information a student might need to assist in locating and arranging suitable student housing. First year undergraduate students will receive "Student Housing - A World of Choice" as part of their application package to assist them in making a decision regarding their student housing.

On-Campus Residences

Residences for single, graduate and undergraduate students are located on all three campuses of the University. "Student Housing - A World of Choice" mentioned above gives detailed information about all the residences including address and phone number should you wish to contact them. At the Housing Service on the St. George campus, students may use the Residence Information Terminals to view photographs and get information for the residences on all three campuses.

Family Housing

Family housing is available in 710 apartments on the St. George campus and in 84 apartments on the Erindale campus. Priority for the unfurnished, university apartments is given to student families. The term "family" refers to students residing with their dependent children and to childless couples in a permanent relationship. Waiting periods for these apartments may vary depending on the time of year and the type of apartment requested so it is advisable to apply as soon as a student is seriously considering attending the University. Students may submit an application for Family Housing before being given an offer of admission to the University. Contact the Housing Service to receive an information/application package.

Off-campus Housing

Each campus Housing Service maintains listings of available off-campus housing advertised by city landlords and by students seeking others to join them. Students who are looking for off-campus housing use the lists of advertisements displayed in their Housing Services as they would the "classified" section of a newspaper, locating accommodation to meet their needs while staying in temporary housing which they arrange in advance of their arrival. At the Housing Service on the St. George campus, students may also search on-line by type(s) of accommodation, area(s) of

the city, and price range desired. The Housing Service at the Koffler Student Services Centre will provide a list of temporary accommodation on request.

For the winter academic session, some students rent their long-term housing from August 1 or October 1, avoiding the September 1 occupancy date which is popular with students at most post-secondary educational institutions in the city. Housing is usually advertised about four to six weeks in advance of the date it becomes available for occupancy and it generally takes one to three weeks for a student to locate suitable accommodation, depending on the type of housing desired and budget. **Since accommodation is not inspected, the quality cannot be estimated or guaranteed. Therefore it is very important for students to meet with the landlord and inspect the premises before entering any agreement.**

Cost of Student Housing - Residence, Family Housing and Off Campus

Most of the residences have a compulsory meal plan. As a guideline, for the 1995/96 school term, the cost of residence with a full meal plan was approximately \$5000 to \$5850 for the eight-month, academic session. Modified meal plans are available in some residences. The cost of a residence providing cooking facilities but no meal plan was approximately \$3150. Fees are usually paid in two instalments at the beginning of each of the four-month fall and spring terms. Rent for the university family housing ranged from approximately \$417 to \$683 depending on the location and size of the unit, and is payable monthly. Rooms in shared houses or apartments off-campus generally cost students \$300 to \$400 per month. However, a student requiring a private apartment off-campus usually pays \$400 to \$500, \$550 to \$700 or \$750 to \$900 for a bachelor, one- or two-bedroom unit respectively. A three-bedroom house will usually rent for \$1200 to \$1400.

More information can be obtained from the following offices: *University of Toronto Housing Service, St. George Campus, Koffler Students Services Centre, 214 College Street, Toronto, Ontario, Canada, M5T 1R2 (416) 978-8045 FAX (416) 978-1616 E-Mail housing.services@utoronto.ca; Erindale College (416) 828-5286, and Scarborough College, (416) 287-7365.

NEW COLLEGE

New College is open to students in the Faculty of Arts and Science and all professional faculties. This makes it possible for Faculty of Nursing students to become members of a college, although college membership is not obligatory except for students resident in the New College residences.

Students entering Year I will receive application forms for New College membership along with their offers of admission to the Faculty. A college fee of \$34 is required of all students accepted for membership at New College. Fees are subject to change.

New College is a multi-faculty college, the membership of which includes students from most divisions of the University. Because such a wide range of subject interests is represented, membership in New College can be an education in itself. New offers a spirited and challenging environment in which students have the opportunity to broaden their experience through meeting

others in different fields. The College reflects, on a more personal level, the variety and diversity of the University as a whole.

New College's facilities and residences are housed in the same buildings to bring together all students, faculty and staff of the College. The academic and social facilities include the Donald G. Ivey Library, reading rooms, classrooms, common rooms and a commuter's lounge, a large dining hall and snack bar, music practice rooms and other recreational areas.

New College is conveniently located within two blocks of the Nursing Faculty.

New College offers a number of courses which may be of interest to professional faculty students as electives. In addition, College members may take advantage of the Writing Laboratory for assistance in the preparation of assignments and reports, and may consult the Mathematics Tutoring Centre for individual help with problems. A few scholarships and bursaries are available to College members through the Registrar's Office.

Students wishing to be considered for accommodation in the New College Residences should indicate this on the Supplementary Application Form from Admissions and Awards. Students entering higher years who wish to live in the Residence or to join the College as non-resident members should apply to the Dean of Women (telephone 978-8875) or the Dean of Men (978-2464), New College.

OFFICE OF THE UNIVERSITY OMBUDSPERSON

As part of the University's commitment to ensuring that the rights of its individual members are protected, the University Ombudsperson investigates grievances or complaints against the University, or anyone in the University exercising authority, from any member of the University. The Ombudsperson offers advice and assistance with problems unresolved through regular University channels and can recommend changes in academic or administrative procedures where this seems justified. In handling a grievance or complaint, the Ombudsperson has access to all relevant files and information and to all appropriate University officials.

All matters dealt with by the Ombudsperson are handled in strict confidence unless the individual involved approves otherwise. The Ombudsperson is independent of all administrative structures of the University, and is accountable only to the Governing Council.

For further information, write or telephone the Office of the University Ombudsperson, University of Toronto, 16 Hart House Circle, Toronto, Ontario, M5S 1A1 (416) 978-4874.

SPECIAL SERVICES TO PERSONS WITH A DISABILITY

The goal of Special Services is to facilitate the inclusion of students with hidden or obvious disabilities and health considerations into University life. All students first meet with an intake counsellor to discuss individual needs. Where appropriate and for those eligible, students may then be referred to one of the professionals on staff such as the Adaptive Equipment Coordinator, Learning Disability Specialist or Occupational Therapist to establish strategies and, if necessary, determine accommodations. All discussions are confidential and information is transmitted only

with permission of the student. The service offers liaison with academic and administrative units within the University and with off-campus agencies. As well, for those eligible, the service provides a wide range of support including alternative test and exam arrangements, notetaking services, on-campus transportation, adaptive equipment and assistive devices. Information and resource materials on health conditions and disability related issues are available to all interested.

The office is located at 214 College Street, Toronto, Ontario, M5T 2Z9. Liaison officers are available at Scarborough and Erindale Colleges.

For more information, please call - (416) 978-8060 (Voice) or 978-1902 (TDD), (416) 978-8246(Fax)

FAMILY CARE ADVISOR

Many students balance family obligations with their studies. The University of Toronto is committed to fostering a "family friendly" learning and working environment.

The Family Care Advisor provides information and referral services to students who require child care, elder care or other forms of assistance with family responsibilities. Additional services include workshops, support groups, and guest speakers. The drop-in resource centre contains a library of practical material on family issues.

The Family Care Advisor and the Resource Centre are located on the second floor of 40 Sussex Avenue, one block west of Robarts Library. Office hours are limited, therefore, students are asked to telephone (416) 978-0951 to arrange an appointment in advance.

HEALTH SERVICE

The University Health Services offers comprehensive health care for all students.

Family physicians, psychiatrists, registered nurses, health promotion nurse counsellor and lab technicians provide the complete range of health care needs. Health Services functions on the premise of complete confidentiality.

A portion of full time undergraduate tuition automatically goes toward an Accident and Sickness insurance plan which also covers 80% of prescription drugs. This plan does not cover the cost of birth control. Health Services offers condoms, dental dams and birth control pills for sale at greatly reduced rates. (Monday to Friday 2:00 to 4:00 p.m., Wednesday to 6:30p.m.)

All students must have the Ontario Hospital Insurance Plan (OHIP/UHIP) or equivalent insurance coverage.

Services to uninsured persons are charged at OHIP rates.

The Health Service is located in the Koffler Student Services Centre, 214 College Street, (416) 978-8030. Hours: Monday-Friday, 9:00 a.m. to 5:00 p.m., Wednesday to 7:00 p.m.

Appointments are encouraged. Drop-in appointments are usually available. Wheelchair accessible.

PSYCHIATRIC SERVICES

978-8070. Hours: Monday-Friday, 9:00a.m. to 5:00p.m.

CAREER CENTRE

The Career Centre provides career counselling and employment services to University of Toronto students and recent alumni. Our professional staff is available to assist with all aspects of your career development. This can take the form of using Summer/Part-time Employment Services, attending an employer panel, participating in the Extern program, going to workshops, or in a one-on-one counselling appointment. There are many ways to investigate all aspects of the career area you have chosen, as well as strategies for landing that position you want. Why not ask our staff for assistance?

The Career Resource Library contains a wealth of information about occupational areas and employment, as well as an extensive collection of undergraduate and graduate calendars for universities and colleges in Canada, the U.S. and overseas.

Full-time, part-time and summer jobs are posted at the Career Centre.

Career Centre,
214 College Street
978-8000
www.utoronto.ca

COUNSELLING AND LEARNING SKILLS SERVICE (CALSS)

The Counselling and Learning Skills Service provides students with professional counselling for personal concerns. These include difficulties adjusting to university life, anxiety, depression, shyness, relationship problems, addictions, sex and gender concerns, prolonged stress, and other difficulties. Persons with concerns arising from sexual abuse, either recent or from an earlier time in their lives, can arrange counselling sessions with CALSS Sexual Assault Counsellor/Educator. These are almost always distressing and are frequently the source of academic problems. Many persons find it helpful to discuss them with an experienced professional counsellor who is sensitive to gender, racial and other sources of bias and who respects the person's confidence absolutely.

Our learning skills program includes lectures, workshops and individual consultation on time management, exams, textbook reading, notemaking, concentration, memory and other aspects of study. Schedules are available at CALSS and at Sig Sam and Robarts Libraries. Individual appointments for assistance with study problems can be arranged with our learning skills counsellor.

We offer workshops for students whose performance on exams and in other areas is severely affected by anxiety. Pre-register at CALSS.

For more information or to arrange an appointment, call us at 978-7970 or drop into CALSS on the mall of the Koffler Student Services Centre (St. George & College Streets).

SEXUAL HARASSMENT EDUCATION, COUNSELLING AND COMPLAINT OFFICE

Sexual Harassment - be it verbal abuse, innuendo, unwelcome sexual advances, unwanted touching, or any offensive emphasis on the sex or sexual orientation of another person or group of people - is a serious offence. The University of Toronto endeavours to provide to all students, staff and faculty an environment free from sexual harassment. The University's Sexual Harassment Policy provides a procedure for making a formal complaint of harassment.

The Sexual Harassment Education, Counselling and Complaints Office was established to educate the University community on this issue, and the Officer provides workshops, training and educational resources. The Office also deals with complaints, on a completely confidential basis and can offer counselling and referrals both for complainants and for the alleged harassers. If you feel that you are being harassed, or are worried that a complaint may be made about your behaviour by someone else, contact the office. Unless you decide to make a formal complaint you need not give your name.

The Sexual Harassment Officer visits the Scarborough and Erindale campuses on a regular basis and can arrange to meet people from all three campuses at a time and place convenient to them. She is available to take part in public discussions and classes and to provide information, referrals and resources; leaflets, posters, bibliographies, videos, copies of the Sexual Harassment Policy, and training materials, can also be supplied.

The office is at 40 Sussex Avenue. The office is open Monday to Friday, 8:30a.m. to 4:30p.m. and can be open at other times by appointment. The telephone number is (416) 978-3908 - messages can be left on the machine if no-one is in the office.

